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**Environment, Health, & Safety  
Training Program**

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**EHS 370 Lockout/Tagout for Authorized Persons  
Course Syllabus**

**Subject Category:** Electrical Safety  
**Course Length:** 3 hour  
**Delivery Mode:** Classroom & Hands on

**Course Prerequisite:** None  
**Medical Approval:** None  
**Frequency:** 3 years

**Course Purpose:** This course is designed for employees and affiliates who work on or near equipment with exposed hazardous energy above human vulnerability limits. This includes all maintenance, modification, calibration, and repair functions. The course is designed to provide participants with training on Lockout/Tagout responsibilities, acceptable practices, and procedures with respect to safety and compliance. The course stresses specific approved techniques, tools, equipment, and line management and supervision responsibilities.

**Course Objectives:**

After completing this training, participants will be able to:

- Identify requirements for performing Lockout/tagout
- Identify conditions that require lockout/tagout
- Differentiate between Affected person, Authorized person, Qualified person and Responsible Individual
- Recall the order of simple LOTO procedure steps
- Differentiate between simple and complex LOTO
- Explain the elements in a complex LOTO Procedure
- Identify conditions that require a Responsible Individual
- Identify four exceptions to LOTO
- Match the LOTO Safe Zone with the Scope of Work.
- Identify the purpose and scope of use of administrative locks
- Explain how to proceed when they see RI, Group or Tagout Only tags
- Explain conditions that require a LOTO permit

**Subject Matter Expert:** LBNL Electrical Safety

**Training Compliance Requirements:** 29CFR 1910.147, 29CFR 1910.333, NFPA 70E

**Course Instructional Materials:** Presentation, hands-on activities

**Performance Criteria:** Employees will be asked to demonstrate what they have learned from the practical training by taking a practical assessment and by passing an interactive online quiz. Employees must pass the assessment with an 80% score to receive course credit.

**Web Resource:** EH&S Training Program web page @ <http://www.lbl.gov/ehs/html/training.htm>