

Lockout Procedure –



- Start
- Energize
- Operate the pendant control.

C. Sequence of Lockout – Authorized Employee

- (1) Notify individuals in the area and those below that servicing or maintenance is required on/or below the stage and elevator and that the equipment must be shut down and locked and tagged out.
 - i. Lori Cobo, Executive Director, (702) 895 – 4711
 - ii. Lynn Ware, (702) 895 – 3804
 - iii. HCH Theater Technicians, (702) 895 – 1652
 - iv. Elevator service provider
- (2) Identify the location, type and magnitude of the energy used by the stage and elevator. Understand the hazards associated with the electricity and hydraulic pressure and how to control it. The following apply to the stage and elevator:
 - i. Electrical Energy Hazard – 240 v, 3 phase power
 - ii. Hydraulic Energy Hazard – potential for cylinders to lose positioning from pressure leakage.
- (3) Check the stage and elevator for proper operation.
- (4) Shut down the stage and elevator by depressing the stop button on the pendant. While on the stage, check for proper clearance.

Note: To access the pendant, lift the metal cover on the stage floor. The pendant runs both the electrical and hydraulic features of the stage and elevator. The pendant must be unlocked with a key by someone who is shown on the list in Section C1 in order for it to operate.
- (5) Locate the electrical breaker for the elevator in the elevator equipment room.
- (6) Standing with your back to the breaker and reaching to the side, pull the breaker handle down to the off position.
- (7) Apply lock, tag (completed with identifying information) and lockout device (if more than one person will be working on the stage or elevator) to the electrical breaker handle.
- (8) Ensure the equipment is disconnected from the energy source by doing the following:



- i. Checking that no personnel are exposed.
- ii. Verifying the isolation of energy to the equipment.
- iii. Using the pendant, attempt to operate the control switches to raise or lower the stage and elevator.

Note: The result should be no movement detected on the stage or elevator. If movement does occur, immediately stop the operation and contact the technical direction.

- iv. Return operating controls to the off position.
- (9) The stage and elevator are now locked out and work may safely begin.

D. Restoration of Equipment to Service

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