



TOOLBOX TALKS

Weekly Toolbox Ppe Loto

Weekly Toolbox Talk

Topic: Personal Protective Equipment (PPE) & Control of Hazardous Energy (Lockout/Tagout)

Standards Referenced: 29 CFR 1910 Subpart I & Subpart J (1910.137 and 1910.147) **Date:**

Location: **Presented By:**

1. Introduction

This week's safety focus is on two key OSHA General Industry standards that are critical for everyday safety:

- **1910 Subpart I – Personal Protective Equipment (PPE)**
- **1910 Subpart J – General Environmental Controls**, specifically **1910.147: Control of Hazardous Energy (Lockout/Tagout)**

Both standards are intended to protect workers from preventable injuries. PPE provides a barrier between workers and hazards, while Lockout/Tagout (LOTO) prevents the unexpected release of electrical, mechanical, hydraulic, pneumatic, or thermal energy during maintenance or servicing.

2. Personal Protective Equipment (29 CFR 1910 Subpart I)

What PPE Is Required?

The specific PPE required depends on the hazards present in the work environment. Common required PPE includes:

- Hard hats
- Safety glasses or face shields
- High visibility clothing
- Gloves (task-specific)
- Hearing protection
- Safety footwear

Electrical Protective Equipment (1910.137)

Workers exposed to electrical hazards must use electrical-rated PPE including:

- Electrically insulated gloves with proper class rating
- Voltage-rated tools
- Dielectric footwear

Important Points:

- Electrical gloves must be **inspected before each use** for cracks, tears, punctures, or degradation.
- Gloves must be **air-tested** before use.
- Gloves must be **retested every 6 months** by a certified testing facility.

Your Responsibility

- Inspect PPE before use.

- Report damaged PPE immediately.
- Do not modify PPE.

3. Control of Hazardous Energy (Lockout/Tagout) – 1910.147

What is Lockout/Tagout?

LOTO is a process that ensures machines, equipment, and systems are properly shut off and cannot be restarted until work is complete and all personnel are clear.

When is LOTO Required?

- Performing maintenance on equipment.
- Clearing jams.
- Repairing or adjusting machinery.

Basic Lockout/Tagout Procedure

1. **Notify** affected employees.
2. **Shut down** the machine or system.
3. **Isolate** all energy sources (electrical, mechanical, pneumatic, etc.).
4. **Apply lock(s) and tag(s)** to each energy isolating device.
5. **Verify zero energy** by testing.
6. Perform the work.

7. When complete, **remove locks and tags**, re-energize, and **notify** personnel.

Key Reminders

- **Only the person who applied the lock** may remove it.
- Tags **are not a substitute** for locks.
- Never assume equipment is de-energized — **always verify**.

4. Safety Discussion Questions

- Do you know where the PPE inspection checklist is located?
- Do we have enough properly rated electrical PPE available to perform our tasks?
- Does everyone understand who is authorized to perform lockout/tagout on this site?
- Would anyone like a refresher on the formal LOTO procedure?

5. Employee Acknowledgment & Sign-In Sheet

By signing below, you acknowledge that you have reviewed the toolbox talk, understand the associated hazards, and will follow all safety procedures.

Employee Name	Signature	Date

Stay Aware. Stay Protected. Work Safely.