Niagara Specialty Metals, Inc.
Emergency/Lockout-Tagout Procedures
Date Printed: 5/20/2010

Emergency/Normal/Lockout-Tagout Procedures for L&L #4 Electric Furnace SM

Primary contact: TOM MACKIN
Primary contact phone 1: (716)704-6385
Primary contact phone 2: (716)772-5074

Backup contact: BOB SHABALA
Backup contact phone 1: (716)542-5552
Backup contact phone 2: (716)472-6672

Emergency Procedure:
EMPLOYEES SHALL NOTIFY PRIMARY OR BACKUP CONTACT IN THE CASE OF AN EMERGENCY.

Standard Procedure:
AFFECTED EMPLOYEES SHALL TURN MACHINE OFF, ATTACH A DO NOT OPERATE SIGN AND NOTIFY MAINTENANCE IF THERE IS A SAFETY/QUALITY/OR POSSIBILITY OF MACHINE DAMMAGE PROBLEM.

Lockout/Tagout Procedure:
LOCKOUT TAGOUT SHALL ONLY BE PERFORMED BY AUTHORIZED EMPLOYEES

1. NOTIFY AFFECTED EMPLOYEES/ SUPERVISOR
2. SHUT DOWN EQUIPTMENT
3. ISOLATE ALL ENERGY TO EQUIPTMENT
4. LOCK AND TAG ENERGY CONTROLS AND KEEP KEYS IN YOUR POSSESSION
5. FILL OUT TAG WITH YOUR NAME/DATE
6. RELEASE ANY STORED OR RESIDUAL ENERGY
7. TEST CONTROLS TO ENSURE INADVERTENT START UP IS NOT POSSIBLE

RESTORING FROM LOCKOUT/TAGOUT

1. NOTIFY AFFECTED EMPLOYEES THAT LOCKS AND TAGS WILL BE REMOVED
2. CHECK EQUIPTMENT TO ENSURE ALL GUARDS ARE IN PLACE AND TOOLS ARE REMOVED
3.ENSURE CONTROLS ARE IN THE NEUTRAL OR OFF POSSITION
4.REMOVE ANY DO NOT OPERATE SIGNS

TYPE OF ENERGY
A. ELECTRICAL
B. POTENTIAL (STORED)
C. KINETIC (IN MOTION)
D. PNUEMATIC (AIR OR GAS)
E. HYDRAULIC
F. THERMAL
G. CHEMICAL
H. SPECIAL HAZZARDS

ISOLATION LOCATION/PROCEDURE/TYPE OF DEVICE

A. 400 AMP SWITCH ON CONTROL PANEL CAN BE LOCKED OUT TO REMOVE POWER TO THE FURNACE CONTROLS.
THE ABSENCE OF POWER MUST BE VERIFIED BY A QUALIFIED ELECTRICIAN BEFORE ANY WORK CAN BE PERFORMED.

B. NA.
C. NA.

D. PRIOR TO REMOVING POWER, THE FURNACE DOOR CYLINDER MUST BE AT THE LOWEST POSITION OR SECURE AT A SPECIFIC HEIGHT, THEN PLACE PNEUMATIC SWITCH IN DOWN POSITION AND REMOVE AIR SUPPLY BY CLOSING VALVE OR REMOVING HOSE USING QUICK CONNECT.

E. NA.
F. NA.
G. NA.
H. NA.