

Lockout/Tagout (LOTO) Station Kits

DT Workshop Equipment Reference — D&T / STEM resource for school workshops | Safety & First Aid



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A lockout/tagout (LOTO) station holds locks, hasps, tags and a procedure board used to isolate machines from energy sources before maintenance, so nobody can energise equipment while it is being worked on. It is a core safe-maintenance system for every powered workshop.

Key Features

- Lockout padlocks, hasps and tags
- Procedural instruction cards
- Wall-mounted station boards
- Multiple-lock hasps for teams
- Energy isolation points list

Typical Uses in the Workshop

- Isolate machines before cleaning and repairs
- Prevent accidental starts during maintenance
- Control shared machinery access
- Teach isolation and risk control

Safe Operation

1. Identify all energy sources and shut them down
2. Apply the lock and tag at each isolation point
3. Test the machine will not start
4. Each worker adds their own lock
5. Remove locks only when work is complete

SAFETY NOTES

- Only authorised people remove their own locks
- Never operate machinery with a lock applied
- Check the procedure covers all energies: electrical, air, hydraulic
- Keep the station stocked and visible
- Train all staff in the LOTO procedure

Maintenance & Consumables

- Check locks, hasps and tags monthly
- Replace missing items from the kit
- Update the isolation point list
- Audit the procedure yearly
- Keep spare keys secured with the coordinator

Specification & Buying Notes

A complete station with padlocks, hasps, tags and instructional board covers the workshop. Buy extra locks for the team sizes that service machinery together.