**Client:** Comfrey Public School

**Machine Name:** Hot Water Heater (2)

**Location of Machine:** Mechanical Room

**Energy Type:** Thermal

**Date:** 6/18/19

**Reviewer:** Shane Carlson

**Building:** HS/Elementary

**Client Contact:** Eddy Jaskowiak

**Shutdown:**

**Step 1: Alert all employees that will be affected by the shut down. (Maintenance and Administration)**

**Step 2: Shut machine down using normal shut down procedures.**

*Location & Method:*

* Turn the on/off switch on the control panel to off; the control panel is located on the northeast side of the tank.

**Step 3: Isolate machine from all energy sources.**

*Location & Method:*

* Turn breakers 1, 2 located on panel 100 to the “off” position

**Step 4: Apply Lockout devices.**

*Location:* Apply lockout appropriate energy sources for the job being done.

* Electric 240 Volts Electrical Breaker, domestic hot water tanks. Electrical Room Panel LA1-Lock
* LP Ball valve, top of North side of tank-Lock, Water Ball valve east side of tank, electric 120 Breaker condensate pumps Electrical Room Panel LA1 –Lock
* Thermal –Cool water

**Step 5: Verification & Dissipation of stored energy.**

*Location & Method:*

* Attempt to start by turning the on and off switch on, located on north side of tank.

**Shutdown:**

**MACHINE IS NOW LOCKED OUT**

**Start up**

**Step 1: Alert all employees of the start up**

**Step 2: Remove all Lockout devices.**

**Step 3: Restore energy to equipment.**

**Step 4: Verify restoration by starting equipment**