

**Memorandum**

February 23, 2016

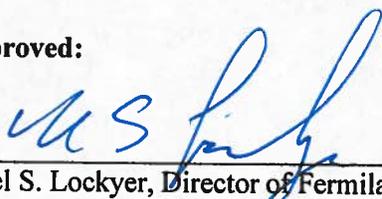
**To:** Timothy I. Meyer, COO**From:** Martha Michels *mm***Subject:** FESHM 2100 – Fermilab's Energy Control Program (Lockout/Tagout)

This chapter has been updated as follows:

- Added note 2 to definition of Energy Isolating Device in Section 2.0, definitions of equipment and personal lockout devices added.
- Clarification of second exemption from LOTO in Section 4.2.
- Identified possible need for more than 1 knowledgeable employee in Section 4.4  
In Section 5.7, added 10<sup>th</sup> item to the list of justifications for written procedures, revised the duties of Knowledgeable Employee(s), and required re-inspection when a written LOTO procedure is revised.

This chapter went out for lab-wide review and all comments were addressed. After Directorate approval, please return this approval page to Jody Federwitz at MS119 for posting on the web.

Encl.

**Recommended for Approval:**  
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Timothy I. Meyer, COO*2/28/16*  
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Date**Approved:**  
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Nigel S. Lockyer, Director of Fermilab*2/28/16*  
\_\_\_\_\_  
Date