TASK – Repair & Maintenance on De-aerator Tank

<table>
<thead>
<tr>
<th>Equipment to disable:</th>
<th>Supplies needed:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Steam stop on header</td>
<td>❑ Padlocks</td>
</tr>
<tr>
<td>• Water column vent</td>
<td>❑ Tags</td>
</tr>
<tr>
<td>• Tank vent</td>
<td>❑ Chains</td>
</tr>
<tr>
<td>• Drains – tank, water column</td>
<td>❑ Ball valve lockouts</td>
</tr>
<tr>
<td>• Chemical feed line</td>
<td>❑ Saftee donuts</td>
</tr>
<tr>
<td>• Chemical feed pump</td>
<td></td>
</tr>
<tr>
<td>• Booster pumps</td>
<td></td>
</tr>
<tr>
<td>• High pressure drains</td>
<td></td>
</tr>
</tbody>
</table>

Procedure

This procedure is to be used in conjunction with the General Lockout Procedure.

Step 1:
Close steam stop on header. Apply locking mechanism (chain) and secure with padlock. Apply tag.

Step 2:
Close valve next to the PRV. Apply locking mechanism (chain) and secure with padlock. Apply tag.
Step 3:
Open vent on water column. Apply locking mechanism (such as ball valve lockout) and secure with padlock. Apply tag.

Step 4:
Open vent on top of tank (small pipe that exits through roof). Apply locking mechanism (such as a safety donut) and secure with padlock. Apply tag.

Step 5:
Open drain located on bottom of tank. Water column and sight glass drains may also be opened at this time but is not a source of energy. Apply locking mechanism (such as a ball valve lockout) and secure with padlock. Apply tag.

Step 6:
Shut down chemical feed pump in chemical room by unplugging. Apply locking mechanism and secure with padlock. Apply tag.
Step 7:
Close chemical feed valve. Apply locking mechanism (such as a ball valve lockout) and secure with padlock. Apply tag.

Step 8:
Turn off two (2) booster pumps in basement. Apply locking mechanisms and secure with padlocks. Apply tags.

Step 9:
Divert high pressures drains. Apply locking mechanism (such as a ball valve lockout) and secure with padlock. Apply tag.

Step 10:
Wait for tank system to cool down. It is extremely warm when operating.

Step 11:
Report to Supervisor that system has been locked out.

Procedure Approval

Signature: ________________________________________________________

Department: ______________________________ Date: __________________