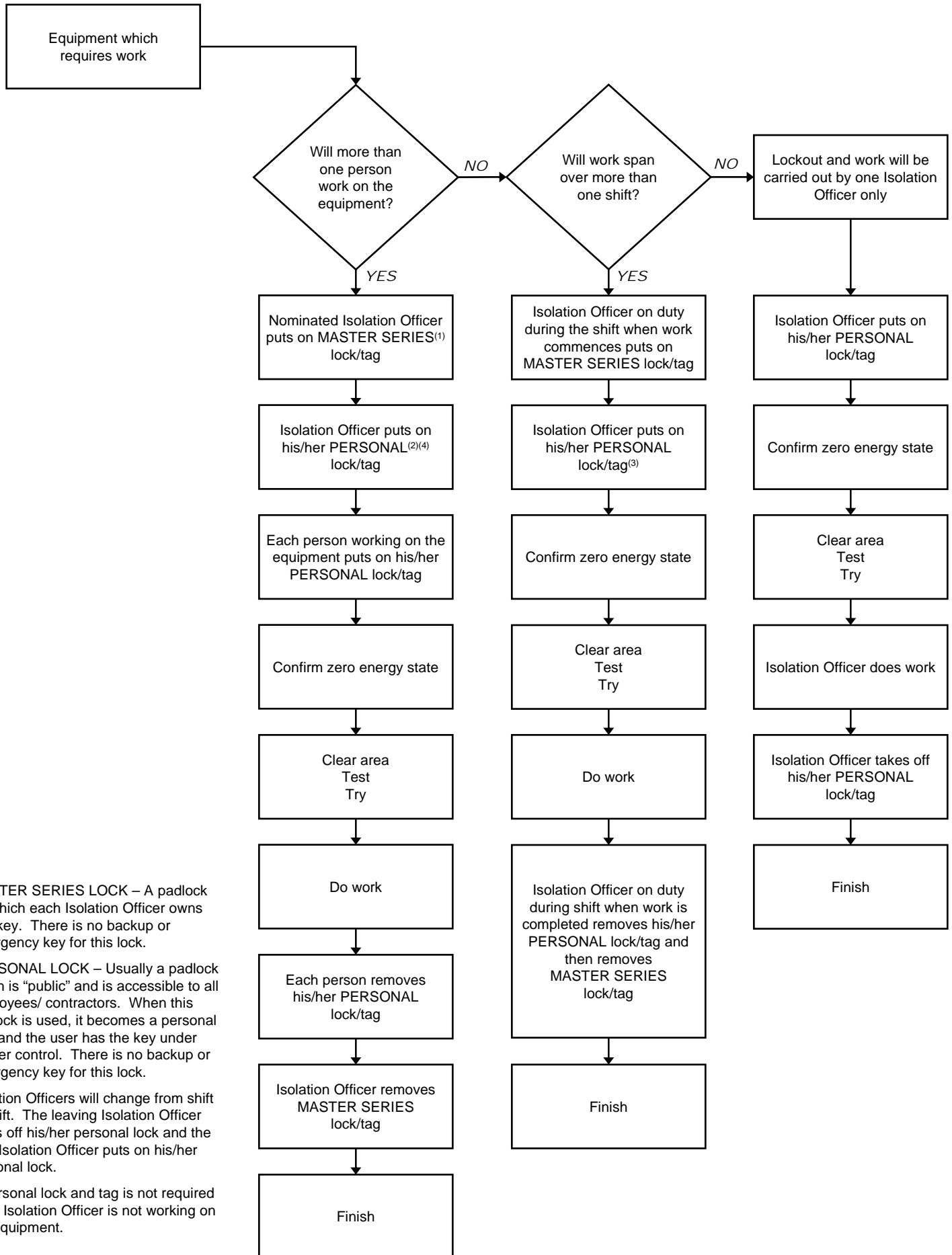


ISOLATION FLOW CHART



- (1) MASTER SERIES LOCK – A padlock for which each Isolation Officer owns one key. There is no backup or emergency key for this lock.
- (2) PERSONAL LOCK – Usually a padlock which is “public” and is accessible to all employees/ contractors. When this padlock is used, it becomes a personal lock and the user has the key under his/her control. There is no backup or emergency key for this lock.
- (3) Isolation Officers will change from shift to shift. The leaving Isolation Officer takes off his/her personal lock and the new Isolation Officer puts on his/her personal lock.
- (4) A personal lock and tag is not required if the Isolation Officer is not working on the equipment.