

# Memorandum

**TO:** FIU Employees  
**FROM:** Environmental Health and Safety  
**DATE:** April, 2019  
**SUBJECT:** LOTO Survey

---

Greetings,

Environmental Health & Safety (EH&S) launched an updated version of the “Lockout and Tagout” or “LOTO” Program. “LOTO” applies to operations where the unexpected energization of the machine or equipment could cause an injury to employee(s). This program provides safe work practices to effectively control the energy sources of equipment while performing maintenance operations.

Per OSHA 1910.147 and the FIU LOTO Program, employees are classified under the definitions below:

- **Affected Employee:** An employee whose job requires him/her to operate or use a machine or a piece of equipment that is being serviced or maintained under a lockout or tagout, or those who are working in an area in which such servicing or maintenance is being performed.
- **Authorized Employee:** An employee who locks out or tags out machines or equipment in order to perform servicing or maintenance on that machine or equipment. An affected employee becomes an authorized employee when that employee's duties include performing servicing or maintenance.

If you or your employee(s) fall under any one of the definitions provided above, please click on the survey below. This will help EH&S identify areas that may need additional training and support. **NOTE:** *The survey will not take more than a minute to complete.*

[https://fiu.qualtrics.com/jfe/form/SV\\_1NvDo0gIxaJ6svP](https://fiu.qualtrics.com/jfe/form/SV_1NvDo0gIxaJ6svP)

Your support and assistance in this process is vital for the successful implementation of the FIU LOTO Program. For more information, please visit the EH&S LOTO webpage: [click here](#) . If you have questions, please contact Enrique Badia at 348-7835, [ebadiaso@fiu.edu](mailto:ebadiaso@fiu.edu)