

## **LOCKOUT/TAGOUT CHECKLIST**

Prior to beginning work on machinery, equipment, or systems requiring Lockout/Tagout, check each item. If there are items that are not applicable to the entry, mark them "N/A".

|           |            |            |
|-----------|------------|------------|
| Job Site: | Date:      | Time:      |
| Foreman:  | Exp. Date: | Exp. Time: |

### **PERSONAL PROTECTIVE EQUIPMENT**

|   |
|---|
| <input type="checkbox"/> Hard Hat                   |
| <input type="checkbox"/> Eye/Face Protection (type) |
| <input type="checkbox"/> Protective clothing (type) |
| <input type="checkbox"/> Gloves (type)              |
| <input type="checkbox"/> Respirator (type)          |
| <input type="checkbox"/> Fall protection / Other    |

### **SHUTDOWN & LOCKOUT**

|   |
|---|
| <input type="checkbox"/> Electrical lockout/tagout completed  |
| <input type="checkbox"/> Valves closed, lockout/tagout completed  |
| <input type="checkbox"/> Lines blinded/blocked off  |
| <input type="checkbox"/> Lines disconnected   |
| <input type="checkbox"/> Line bleeders open   |
| <input type="checkbox"/> All hydraulic/pneumatic pressure released  |
| <input type="checkbox"/> All other energy released and/or guarded (magnetic, spring, gravity, reactivity) |
| <input type="checkbox"/> Hot work permit completed  |
| <input type="checkbox"/> System/area check for flammables/vapors  |
| <input type="checkbox"/> Fire extinguisher on site/in area  |
| <input type="checkbox"/> Barricade/Exclusion Zone markers in place  |
| <input type="checkbox"/> Machine/Equipment/System users / other personnel notified                        |

### **REACTIVATION**

|  |
|--|
| <input type="checkbox"/> Electrical/System reconnected                                   |
| <input type="checkbox"/> Line blinds/block-offs removed                                  |
| <input type="checkbox"/> Line breeders closed  |
| <input type="checkbox"/> Guards reinstalled  |
| <input type="checkbox"/> Tools/materials removed   |
| <input type="checkbox"/> Machine/Equipment/System users / other personnel clear and safe |
| <input type="checkbox"/> Electrical lockout/tagout removed                               |
| <input type="checkbox"/> Valve(s) lockout/tagout removed                                 |

## WORK TEAM

[illegible]

**JOB COMPLETED**

|              |              |
|--------------|--------------|
| <b>Date:</b> | <b>Time:</b> |
|--------------|--------------|