



## Lockout/Tagout Written Procedure Inspection Certificate

EOSMS- 303-5

Effective Date: 06/01/2022

FORM\_EHS\_01

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### Instructions

This form is to be used for tracking purposes and as a field check to ensure everything is in order before conducting LOTO.

**Department Name:**

**Internal Procedure Number (if applicable):**

**Last Updated:**

**Machinery or Equipment Name or Type:**

### Employees Trained as "Authorized" for this Procedure


### Elements of Inspection

- **Preparation for shutdown** – Knowledge of the type and magnitude of the hazardous energy.
- **Machine or equipment shutdown** – Performed using established procedure.
- **Machine or equipment isolation** – All energy sources located and isolated.
- **Hazardous energy control device application** – Affixed to the energy isolation device by authorized individuals.
- **Stored energy** – All potentially hazardous stored or residual energy must be relieved, disconnected, restrained, and otherwise rendered safe.
- **Verification of isolation** – Authorized employee will verify the isolation and de-energizing of the machine or equipment has been accomplished.

### Verification

A field-check of the utilization of this procedure was performed on the following "Authorized" individuals.


### Authorization

Field check was performed by the following authorized employee and not the person being field checked.

Name	Date

### Deficiencies Noted During Field Check

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### Verification Statement

The inspected individuals demonstrated adequate knowledge of locking/tagging this piece of equipment. Any deficiencies noted above have been corrected and proper techniques have been verified.

**Signature of Field-Check Inspector:**

**Signature of Lockout/Tagout Employee:**