

Self-Inspection Checklist

Control of Hazardous Energy Lockout Tagout

Date Inspected _____ Date Completed _____

Checklist	Needs to be Addressed	Completed	Not Applicable
Is all machinery or equipment capable of movement, required to be de-energized or disengaged and locked-out during cleaning, servicing, adjusting or setting up operations, whenever required?			
In places where the power disconnecting means for equipment does not also disconnect the electrical control circuit:			
Are the appropriate electrical enclosures identified ?			
Are means provided to assure the control circuit can also be disconnected and locked-out?			
Is the locking-out of control circuits in lieu of locking-out main power disconnects prohibited ?			
Do all equipment control-valve handles have a means for locking-out ?			
Does the lockout policy require that stored energy (mechanical, hydraulic, air, etc.) be released or blocked before equipment is locked-out for repairs?			
Are appropriate employees provided with individually keyed personal safety locks ?			
Does the company lockout policy require employees to keep personal control of their key(s) while they have safety locks in use?			
Who can remove a lockout tagout: Is it required that only the employee exposed to the hazard, place or remove the safety lock ?			
Does the equipment lockout procedure require that employees check the safety of the lock-out by attempting a startup after making sure no one is exposed?			
Are employees instructed to always push the control circuit stop button immediately after checking the safety of the lock-out?			
Is there an equipment lockout procedure provided to identify any or all employees who are working on locked-out equipment by their lockout lock or accompanying tags?			

