



Annual/Periodic Lockout Tagout Inspection

Directions:

- Conduct periodic inspections at least annually
- Use one form for each machine or equipment that has a written Lockout Tagout procedure
- Keep the original, completed form, on file

Department/Shop: _____ Unit: _____ Date: _____

Machine/Equipment Inspected: _____

Authorized Employee Conducting Inspection: _____

Employee(s) Performing Lockout Tagout: _____

Review of Lockout Tagout Procedure

1. Is there currently a written procedure for this machine or equipment? Yes _____ No _____

*If your answer is no, a procedure needs to be written and documented.

2. Were the documented procedures followed as written? Yes _____ No _____

3. Have the energy sources remained the same for this machine or equipment? Yes _____ No _____

4. Is the documented magnitude correct for each energy source? Yes _____ No _____

5. Are established Lockout Tagout procedures effective to provide full protection? Yes _____ No _____

*If your answer is no, indicate corrective action taken:

Problems noted, and corrective actions taken:

Authorized Inspector's Signature:

Employee Performing Lockout Tagout's Signature:
