

LOCKOUT/TAGOUT PROGRAM EVALUATION CHECKLIST

Date	
Location	
Completed by	

OK = Satisfactory | AN = Action Needed | N/A = Not Applicable **OK** **AN** **N/A**

1	All hazardous energy sources required to be de-energized, disengaged, blocked, or locked out during cleaning, servicing, adjusting, operations setup, or as required.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	A lockout/tagout procedure has been developed in writing and is reviewed annually.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Lockout procedures require that stored energy be released or blocked.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Lockout/tagout procedures are only performed by authorized employees.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Authorized employees have been trained on the lockout/tagout procedure and are provided with approved lockout devices.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	There is a list of authorized employees in the lockout/tagout records.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	A means is provided to identify the employees working on locked out equipment by the locks or accompanying tags.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Equipment is locked out at the main power source, not at a push button, selector switch, or other control circuit type device.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Equipment-specific lockout/tagout procedures are in place for all machines or processes that involve multiple energy sources.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Equipment control valve handles are provided with a means for locking out.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	For equipment or lines that cannot be shut down, or locked out and tagged, a safe job procedure is established and rigidly followed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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12	Energy source isolation is verified before work begins. Verification is accomplished by testing machinery, gauges, or other approved means.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13	Machinery and equipment capable of movement is de-energized, or disengaged and blocked, or locked out during cleaning, servicing, adjusting, or setting up operations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14	Where the disconnecting means for equipment does not also disconnect the electrical control circuit, the appropriate electrical enclosures are identified, and a means is provided to assure the control circuit can also be disconnected and locked out.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15	For group lockout/tagout there is a procedure that provides employees a level of protection equivalent to using a personal lockout or tagout device.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16	When group lockout/tagout devices are used an authorized employee has the primary responsibility to coordinate affected work forces and ensure continuity of protection.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17	Authorized employees are provided with individually keyed safety locks. Workers keep personal control of their keys while they have safety locks in use.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18	Only the worker exposed to the hazard is permitted to place or remove the safety lock.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19	There are specific procedures used during shift or personnel changes that ensure the continuity of lockout or tagout protection.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20	There is an emergency lock removal procedure, if needed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Action Needed Items and Additional Notes:

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