



AUI Department of Environmental Safety & Security Lockout Tag out/Energy Isolation Inspection & SOP Annual

Inspector Name:

Date:

Time:

Location of Inspection:

LOTO procedures are intended to ensure that before any employee performs any servicing or maintenance on a machine or equipment where the unexpected energizing, startup or release of stored energy could occur and cause injury, the machine or equipment shall be isolated from the energy source and rendered inoperative. The periodic inspection shall be performed by an authorized employee other than the ones(s) utilizing the energy control procedure being inspected.

*** Maintain checklist as documentation of this requirement**

LOTO & SOP Inspection/Review	Pass	Fail	N/A	Comments
A. Equipment SOP's				
1. Are all required equipment-specific SOP's completed?				
2. Has there been any changes in existing equipment, or new equipment? If so, have the SOP's been updated to reflect changes/additions?				
B. Training				
1. Have affected employees had annual hands-on LOTO training for general use AND specific equipment?				
C. Locks/Tags				
2. Are locks in good, operable condition?				
3. Are tags in good, operable condition?				