

LOCKOUT TAGOUT PROGRAM MACHINE SPECIFIC PROCEDURES

NAME OF EQUIPMENT:	
LOCATION OF EQUIPMENT:	
SERIAL NUMBER OF EQUIPMENT:	
DATE OF PROCEDURES:	
DATE OF LAST REVIEW:	

LOCKOUT PROCEDURES

IDENTIFY ENERGY SOURCES & MEANS OF ISOLATION (i.e. Air, Hydraulic, Steam, Gravity, Electrical, Stored Energy)	
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- SHUTDOWN:** Turn off machine or equipment.
- ISOLATION:** Isolate machine or equipment from energy source(s) identified above.
- LOCKOUT:** Apply Lockout device, tag and lock.
Check to ensure the isolating device is in the **SAFE** or **OFF** position.
- RELEASE:** Release stored energy.
Relieve, disconnect, restrain, block or otherwise ensure that all energy sources are de-energized.
- VERIFY:** Try on-off switch or other controls to be sure the machine won't start.
Return all switches to **OFF** position.
- RESTART**
- INSPECT:** Remove all tools and materials.
Reassemble machine.
Reinstall all guards and safety devices.
- NOTIFY:** Ensure **ALL EMPLOYEES** are safely positioned.
Ensure all affected employees are notified of the restart.
- REMOVE:** Remove lockout device(s).
Only the person who applied the device may remove it.