



**Safety Permit for  
Hazardous Energy Control (Lockout/Tagout)  
Work Operations**

Date of work activity: \_\_\_\_\_

**Permit issued to**

Authorized employee name: \_\_\_\_\_ Title: \_\_\_\_\_

Company name (if outside contractor): \_\_\_\_\_ Contact number: \_\_\_\_\_

Date/Time issued: \_\_\_\_\_ Date/Time permit expires: \_\_\_\_\_

Work activity: \_\_\_\_\_

Machine/equipment description: \_\_\_\_\_

Work location: \_\_\_\_\_

**Personal protective equipment (PPE), as required: (also circle specific types within the parentheses)**

- Face shield
- Safety glasses
- Safety goggles
- Filtering facepiece/N95
- Gloves (thermal)
- Rubber boots
- Additional PPE required: \_\_\_\_\_
- Ear plugs
- Ear muffs
- Suit (rubber, thermal, Tyvek)
- Respirator (dust, vapor, combination, full-face, half-face)
- Gloves (latex, neoprene, nitrile, PVC, rubber)
- Shoes (steel-toed, electrical safety, slip-resistant)
- Hard hat
- Hood (chemical, thermal)
- Safety harness & line

**Energy control devices, as required: (also circle applicable activities within the parentheses)**

- Disconnect
- Valves (close, block, blind) Lines
- (bleeding, blanking/blinding)
- Blocks
- Lock devices (individual, group)
- Other: \_\_\_\_\_
- Accident prevention tags
- Grounding means

**Other safety considerations, as required: (also circle applicable items within the parentheses)**

- Confined space (requires additional permit)
- Restrict area (barricade, safety tape)
- Safe access (ladder, aerial device, scissor lift)
- Fire hazards (fire extinguisher, area free of combustibles)
- Welding (sparks, shield arcs)
- Other: \_\_\_\_\_

**Approval**

Signature \_\_\_\_\_ Print name/title (i.e., Safety Manager, Supervisor) \_\_\_\_\_ Date \_\_\_\_\_

- Job complete
- Job Incomplete

Notes: \_\_\_\_\_

The authorized worker holds this permit during the work activity and returns it to the approver after work is completed.



## Lockout/Tagout Checklist

Y N

- 1) Equipment, machinery and personnel:
  - a) A list of equipment and machines that need to be locked out has been developed.
  - b) Specific written Energy Control Procedures are developed and used for each piece of equipment.
  - c) A list of all authorized employees has been developed.
  - d) A list of all affected employees has been developed.
  - e) Lockout/tagout devices are provided. (locks, hasps, tags, etc.).
  - f) Lockout devices are singularly identified, durable, standardized, substantial and employee identifiable.
  - g) Lockout devices are used only for energy control.
  - h) A tagout system is used only if an isolating device cannot be locked out.
  - i) Tagout devices warn against hazardous conditions such as Do Not Start, Do Not Open.
  - j) Energy isolation is performed **ONLY** by authorized employees.
  - k) Affected employees are notified before and after lockout/tagout.
  - l) Group lockout/tagout procedures are used when needed.
  - m) Continuity of lockout/tagout is provided during shift change and personnel changes.
  
- 2) Training requirements:
  - a) Authorized employees - recognition of energy sources, type and magnitude of energy and methods procedures necessary for isolation and control.
  - b) Affected employees - purpose and use of energy control procedures.
  - c) Other employees - instructed on the procedures locked or tagged out.
  - d) For tagout system - limitations of tags.
  - e) Retraining - when change in job, assignment, equipment, process, procedure or the result of an inspection.
  - f) Training is certified with names and dates.