


# Lockout/Tagout Procedures Checklist

 Show only Checklist

Display Style  
Default 

## Hazard Identification & Risk Assessment

Initial steps to identify potential energy sources and assess the associated risks before lockout/tagout begins.

**Describe the specific agricultural equipment/system to be serviced.**

Write something...

**Identify Potential Energy Sources (check all that apply):**

- Electrical (e.g., 220V, 480V)
- Hydraulic Pressure
- Pneumatic Pressure
- Mechanical (e.g., Flywheels, Gears)
- Gravitational Potential (e.g., Conveyors)
- Stored Chemical Energy (e.g., Propane, Fertilizer)
- Other (Specify in LONG\_TEXT)



**If 'Other' energy source was selected, please specify:**

Write something...

**Maximum Hydraulic Pressure (PSI):**

Enter a number...

**Maximum Pneumatic Pressure (PSI):**

Enter a number...

**Voltage (Volts):**

Enter a number...

**Describe any unusual or non-obvious hazards associated with this equipment.**

Write something...

### Risk Level Assessment (Based on severity and likelihood):

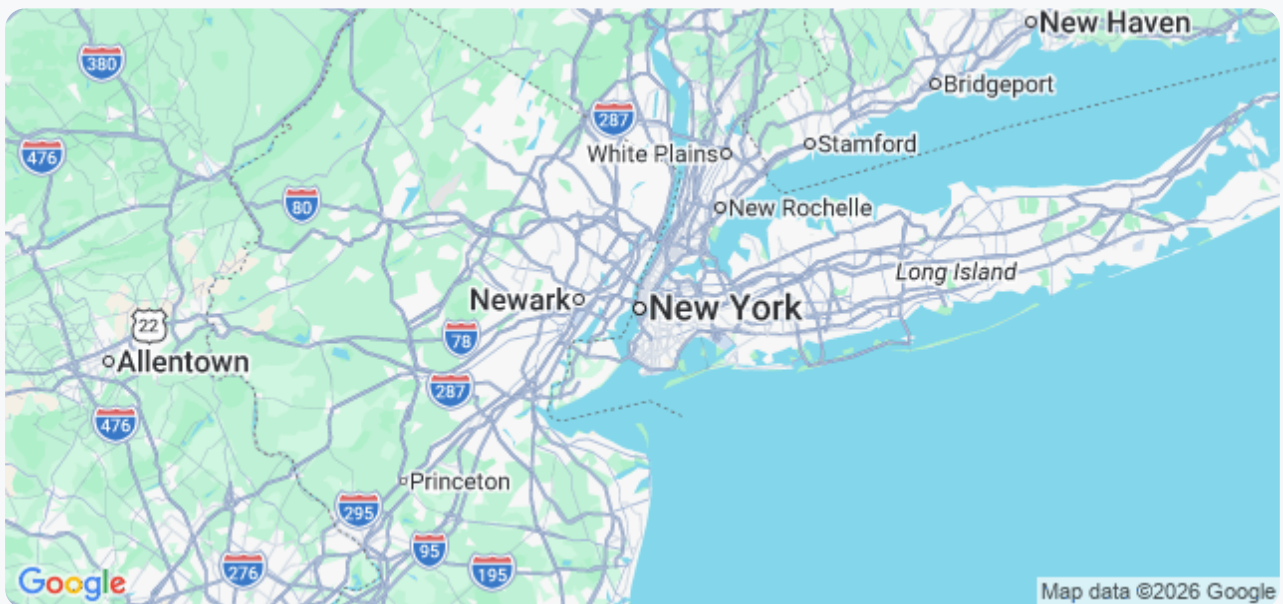
- Low
- Moderate
- High

Document any control measures implemented to reduce risk (e.g., physical barriers, guards).

Write something...

### Location of Equipment being assessed

 [Set My Current Location](#)



# Equipment Specific Procedures

Detailed instructions for specific agricultural machinery and equipment, as hazards vary greatly.

## Procedure for Tractor PTO Lockout

Write something...

## Procedure for Combine Harvester Engine Shutdown & Lockout

Write something...

## Procedure for Sprayer Pump Lockout & Tagout

Write something...

## Procedure for Irrigation Pump Lockout (Diesel or Electric)

Write something...

### Procedure for Grain Dryer Lockout/Tagout

Write something...

### Engine RPM before Shutdown (for verification)

Enter a number...

### Hydraulic System Isolation Method

- Valve Closure
- Line Bleed
- Other (Specify)

## Lockout/Tagout Device Application

Ensuring proper application and verification of lockout/tagout devices on all energy isolating means.

### Energy Isolating Device Type(s) Used:

- Disconnect Switch
- Circuit Breaker
- Valve (Hydraulic/Pneumatic)
- Valve (Electrical Control)
- Gear/Clutch
- Other - Specify in LONG\_TEXT

**Specific Details Regarding Lockout/Tagout Device Application (e.g., specific lock type, valve position):**

Write something...

**Number of Lockout Devices Applied:**

Enter a number...

**Lockout Device Placement:**

- Directly on Energy Isolating Device
- On Hasp/Lockbox
- Other - Specify in LONG\_TEXT

**Describe how the lockout device is secured and prevents unintentional release:**

Write something...

**Which of the following are applied to the energy isolating device?**

- Lock
- Tag
- Hasps
- Bleed-down procedures applied

**Tag Condition:**

- New
- Used (Reusable)
- Damaged - Replace

**Any unique considerations for this specific lockout?**

Write something...

## Verification of Isolation

Procedures for confirming that energy sources are effectively controlled before work begins.

**Describe the method used to verify zero energy state (e.g., voltage testing, visual inspection, pressure gauge readings).**

Write something...

**Voltage reading after lockout (if applicable).**

Enter a number...

**Pressure reading after lockout (if applicable - PSI, kPa, etc.).**

Enter a number...

**Was the machine/equipment moved or started during verification?**

Yes

No

**Which verification steps were performed?**

Visual Inspection of Isolation Points

Voltage Testing

Pressure Gauge Reading

Sound Test (e.g., listening for residual power)

Other (Specify)

**If 'Other' was selected in previous element, please specify the verification method.**

Write something...

### Time of Isolation Verification

Enter time...

### Was isolation successful?

Yes

No

### If isolation was not successful, describe the corrective action taken.

Write something...

### Signature of Verifier

## Employee Training & Authorization

Documentation of employee training, authorization, and competency related to LOTO procedures.

### Initial Training Date

Enter date...

### Refresher Training Date

Enter date...

### Training Hours Completed

Enter a number...

### Training Topics Covered (Select all that apply)

- General LOTO Principles
- Equipment-Specific Procedures
- Group LOTO
- Contractor LOTO
- Hazard Identification
- Lockout Device Application

### Authorized Employee Status

- Authorized
- Not Authorized

### Trainer Name and Credentials

Write something...

### Training Certificate/Documentation (Optional)

 Upload File

### Employee Signature

### Supervisor Signature

## Periodic Inspection & Maintenance of LOTO Equipment

Ensuring lockout/tagout devices and procedures remain effective and compliant.

### Last Inspection Date

Enter date...

### Inspection Performed By (Role)

- Authorized Employee
- Safety Personnel
- Maintenance Personnel

### Number of Lockout Devices Inspected

Enter a number...

### Lockout Devices Condition (Select all that apply)

- Intact
- Damaged
- Missing
- Corroded
- Functioning Properly
- Not Functioning Properly

### Notes on Lockout Device Condition/Repairs Needed

Write something...

### Tag Condition

- Intact
- Faded
- Missing
- Damaged

### Number of Tags Verified

### Next Inspection Due Date

### Inspector Signature

## Group Lockout/Tagout Procedures

Specific guidelines for situations involving multiple employees working on the same equipment.

### Reason for Group Lockout/Tagout

**Authorized Personnel Involved (Select All That Apply)**

- Mechanic
- Electrician
- Operator
- Maintenance Supervisor
- Other (Specify Below)

**If 'Other' Selected Above, Please Specify:**

Write something...

**Number of Locks/Tags Applied**

Enter a number...

**Lockout Device Type (Primary)**

- Padlock
- Ball Valve Lockout
- Hasps
- Circuit Breaker Lockout
- Other (Specify Below)

**If 'Other' Selected Above, Please Specify:**

Write something...

### Date of Group Lockout

Enter date...

### Time of Group Lockout Initiation

Enter time...

### Signature of Initial Lockout Person (Person 1)

### Signature of Second Lockout Person (Person 2)

## Contractor Lockout/Tagout Procedures

Procedures for ensuring contractors are properly integrated into the LOTO program.

### Contractor LOTO Orientation Completion

Completed

Not Completed

### Contractor Review of Site-Specific LOTO Procedures

Write something...

### Contractor Employee Number Involved in LOTO

Enter a number...

### Contractor Authorization to Perform LOTO

- Authorized
- Not Authorized

### Description of Communication Plan Between Site Personnel and Contractor Regarding LOTO

Write something...

### Contractor LOTO Permit (if applicable)

 Upload File

### Contractor Provided LOTO Devices Used?

- Yes
- No

## Shift Change Procedures

Guidelines for transferring LOTO responsibilities and ensuring continuity between shifts.

**Incoming Shift Start Time:**

Enter time...

**Outgoing Shift End Time:**

Enter time...

**Brief Summary of Current Lockout/Tagout Status (Outgoing Shift):**

Write something...

**Specific Equipment Currently Locked Out/Tagged Out:**

Write something...

**Energy Sources Currently Isolated (Select all that apply):**

- Electrical
- Hydraulic
- Pneumatic
- Mechanical
- Gravity
- Thermal

**Lockout/Tagout Status Verified By Incoming Shift Personnel?**

- Yes
- No

**Name of Incoming Shift Personnel Verifying Lockout/Tagout:**

Write something...

**Signature of Incoming Shift Personnel Verifying Lockout/Tagout:**