

OSHA Lockout/Tagout (LOTO) Inspection

Workplace Name/Location

Date of Inspection

Inspector Name

INSTRUCTIONS:

This checklist is designed to ensure compliance with OSHA's Lockout/Tagout Standard (29 CFR 1910.147) to control hazardous energy and prevent unexpected startup of machines and equipment. Carefully review each item and mark the corresponding checkbox to indicate compliance or note any observations and areas for improvement. Use the "Notes/Observations" section to provide additional details, corrective actions, and any required follow-up.

LOCKOUT/TAGOUT PROGRAM

Written Program: Verify the presence and availability of a written Lockout/Tagout program.

Yes No NA

Program Content: Check if the program includes all required elements specified in 29 CFR 1910.147(c).

Yes No NA

Training Requirements: Ensure that employees are trained on the Lockout/Tagout program.

Yes No NA

Observations / Notes /
Corrective actions, if any:

ENERGY CONTROL PROCEDURES

Equipment Specific Procedures: Review energy control procedures for each piece of equipment.

Yes No NA

Authorized Employees: Verify that only authorized employees perform Lockout/Tagout procedures.

Yes No NA

Procedure Review: Ensure that energy control procedures are reviewed at least annually.

Yes No NA

Observations / Notes /
Corrective actions, if any:

LOCKOUT DEVICES

Availability: Check if an adequate number of lockout devices are available.

Yes No NA

Durable and Identifiable: Ensure that lockout devices are durable and easily identifiable.

Yes No NA

Lock Removal: Verify that only the employee who applied the lockout device can remove it.

Yes No NA

Observations / Notes /
Corrective actions, if any:

TAGOUT DEVICES

Tag Information: Check that tagout devices include a warning against energizing the equipment. Yes No NA

Durable and Secure: Ensure that tagout devices are durable and securely attached. Yes No NA

Limitations: Verify that tagout devices are not used as a substitute for lockout devices. Yes No NA

Observations / Notes /
Corrective actions, if any:

TRAINING AND INSTRUCTION

Lockout/Tagout Training: Review training records to ensure employees receive proper training. Yes No NA

Procedure Understanding: Verify that employees understand Lockout/Tagout procedures. Yes No NA

Retraining: Ensure that employees are retrained when there are changes in procedures or equipment. Yes No NA

Observations / Notes /
Corrective actions, if any:

PERIODIC INSPECTIONS

Inspection Records: Review inspection records for Lockout/Tagout devices and procedures. Yes No NA

Regular Inspections: Ensure that periodic inspections are conducted at least annually. Yes No NA

Corrective Actions: Verify that identified deficiencies are promptly corrected. Yes No NA

Observations / Notes /
Corrective actions, if any:

GROUP LOCKOUT / TAGOUT

Procedures: Check if procedures for group Lockout/Tagout are in place when multiple employees work on the same equipment. Yes No NA

Communication: Ensure that effective communication methods are used during group Lockout/Tagout. Yes No NA

Coordination: Verify that the release of Lockout/Tagout devices is coordinated among the employees. Yes No NA

Observations / Notes /
Corrective actions, if any:

ADDITIONAL NOTES/OBSERVATIONS

[Insert any additional notes or Lockout/Tagout checklist observations made during the inspection]

STATEMENT OF INSPECTION

I hereby certify that I have conducted the above OSHA Lockout/Tagout checklist inspection and that the workplace is in compliance with OSHA's Control of Hazardous Energy (Lockout/Tagout) Standard. Any identified issues have been documented, and necessary corrective actions have been recommended.

Inspector's Name :

Signature :

Date :

APPROVED BY

Name :

Signature :

Date :