MIDDLEBURY COLLEGE
LOCK OUT/TAG OUT CHECKLIST

Equipment: ___________________________ Date: ___________

Work Being Done (Notify affected employees): ___________________________

Shut equipment down using normal stopping procedure.

Locate all energy isolation devices (Valves, Electrical Disconnects, etc.) and list below:

Energy Isolation Devices: Location:
1. __________ ________________
2. __________ ________________
3. __________ ________________
4. __________ ________________
5. __________ ________________
6. __________ ________________
7. __________ ________________
8. __________ ________________

Method of eliminating/controlling stored energy (i.e. blocking, cribbing, etc.):

____________________________________________________________________________
____________________________________________________________________________

LOTO Performed By: ___________________________ Date: ___________

LOTO Verified By: ___________________________ Date: ___________

After service/maintenance is complete and the equipment is ready for normal operation, ensure all employees have been notified and are clear of the affected area and guards have been reinstalled.

Equipment Restored By: ___________________________ Date: ___________