



# Lockout/Tagout Periodic Inspection Form

<b>Shop/Area:</b>	
<b>Name of Equipment or Process and Procedure Reviewed:</b>	
<b>Date of Inspection:</b>	

Name of Employee(s) Being Reviewed (use additional sheets if necessary):		
1.	6.	11.
2.	7.	12.
3.	8.	13.
4.	9.	14.
5.	10.	15.

Inspection Items – Review the Energy Control Procedure and employee responsibilities with the involved employees and complete the following:	Yes	No
1. Are the steps in the energy control procedure being followed? (If no, provide a detailed description of the problem below, along with a description of any corrective action taken or planned.)		
2. Do the involved employees understand their responsibilities under the procedure? (If no, provide a detailed description of the problem and any corrective action needed below.)		
3. Are there any inadequacies in any employee’s knowledge, abilities, or use of the procedures? (If yes, provide a detailed description of the problem and any corrective action needed below.)		
4. Is the procedure adequate to provide the necessary protection? (If no, provide a detailed description of the problem and any corrective action needed below.)		

**Corrective Action** – Use the space provided below to describe any problems identified during the inspection, along with a description of any corrective action needed. Appropriate action must be taken to ensure that the deficiencies are corrected. This may involve making changes to the procedure, providing retraining to employees, and/or taking additional steps to ensure compliance.

Person Conducting the Inspection:		
Name (Print):	Signature:	Title/Department: