KENNESAW STATE UNIVERSITY
FACILITIES SERVICES
Environmental Health and Safety

Lockout/Tagout Determination of Applicability

Instructions

Please complete the form to ensure the specific requirements for testing a machine or equipment are met and to determine and verify the effectiveness of lockout devices, tagout devices, and other energy control measures.

Equipment Designation	**Location**

Date Assessed	**Related Operating Procedures Reviewed** ☐ **Yes** ☐ **No**	**Related Maintenance Procedures Reviewed** ☐ **Yes** ☐ **No**

Lockout/Tagout Assessment Checklist

Is there a potential for stored, residual, or accumulation of energy after shutdown?	☐ Yes*	☐ No
Does the unit have multiple energy sources that cannot be readily identified and isolated?	☐ Yes*	☐ No
The isolation and lock out of energy sources will not completely deenergize or deactivate the unit.	☐ Yes*	☐ No
The unit is isolated from its energy source and locked out during servicing or maintenance.	☐ Yes*	☐ No
A single lockout device will achieve a locked-out condition.	☐ Yes*	☐ No
The lockout device is under the exclusive control of an "**Authorized Employee.**"	☐ Yes*	☐ No
The servicing or maintenance creates hazards for other employees.	☐ Yes*	☐ No
Have accidents involving unexpected activation/reenergization occurred during servicing?	☐ Yes*	☐ No

***Written procedures must be developed if any "Yes" answers have been given.**

Assessed Energy Sources (indicate specific sources with initials)

Initials	Energy Source	Magnitude of Unit of Measure	Method to Dissipate or Restrain
	Chemical		
	Hydraulic		
	Pneumatic		
	Mechanical		
	Electrical		
	Thermal		
	Radioactive		
	Kinetic		
	Other		

Types and Locations of Operating Controls

***Further detailed on attachment** ☐ **Yes** ☐ **No**

Types of Operating Controls	Location on Unit

Types and Locations of Energy Isolating Devices

***Further detailed on attachment** ☐ **Yes** ☐ **No**

Types of Energy Isolating Devices	Location(s)

Methods to Verify Isolation of the Unit

***Further detailed on attachment** ☐ **Yes** ☐ **No**

Method	Verification