SMU Form	CONTROL OF HAZARDOUS ENERGY PERIODIC REVIEW
Owner: Risk Management **Revision No:** 01	**Document number:** SF-001-6 **Date last revised:** 01-26-2018

Directions:

- Conduct periodic inspections **at least annually**
- Use one form for each machine or equipment that has a written Lockout/Tagout Procedure
- Keep the original on file and **send a copy to Environmental Health & Safety**

Department/Shop:	**Unit:**	**Date:**
Machine/Equipment Inspected:		

Employees included in the inspection:

1.	2.	3.
4.	5.	6.
7.	8.	9.

Review the Lockout/Tagout Procedures and employee responsibilities with the authorized employees and complete the following:

1. Do the employees understand the Lockout/Tagout Procedures and their responsibilities under the University Lockout/Tagout Policy?
❑ YES ❑ NO If no, indicate corrective action taken:
_____

2. Do the employees follow the Lockout/Tagout Procedures?
❑ YES ❑ NO If no, indicate corrective action taken:
_____

3. Are the established Lockout/Tagout Procedures effective to provide full protection?
❑ YES ❑ NO If no, indicate corrective action taken:
_____

4. Other discrepancies noted and corrective actions taken:
_____
_____

Person(s) Conducting Inspection:

Name:	Signature:	Department:
Name:	Signature:	Department: