

**University of New Hampshire**  
**LOTO – Emergency Lock Removal Form**

**The removal of a lock and tag by someone other than the authorized employee who originally install it may be performed only after the completion of an Emergency Lock Removal Form**

Completion of this form authorizes the following Authorized Employee \_\_\_\_\_ to remove the lock(s) and tag(s) of another Authorized Employee. The lock(s)/tag(s) must be removed due to an emergency condition in the absence of the originating Authorized Employee. The Principal Authorized Employee has unsuccessfully attempted to contact the originating Authorized Employee, has assessed the equipment or machinery, reviewed the status of implemented servicing or maintenance activities with any and all necessary representatives, and has followed the Emergency Removal procedures as outlined in the UNH Control of Hazardous Energy (Lockout/Tagout) program.

Please list the name of the originating Authorized Employee:

\_\_\_\_\_

Authorized Employee Name	Signature	Date
Principal Authorized Employee	Signature	Date

*\*This form will be maintained by the Principal Authorized Employees Department and a copy forwarded to OEHS.*