



**Step 4: Isolate Equipment** *(List procedures for disconnecting each energy source)*

**Step 5: Lockout/Tagout the Equipment** *(Control methods are to be noted in "Step 1" of form)*

- Attach lock(s) and tag(s) to each energy isolation device.
- Ensure all tags indicate name of lock holder and date applied.

**Step 6: Release or Block Stored Energy** *(List procedures for dissipating stored energy)*

**Step 7: Verify Isolation** *(List procedures for attempting restart or otherwise ensuring effectiveness of LOTO)*

**Step 8: Perform Required Servicing**

- During completion of work, avoid taking any action that could potentially reactivate the equipment.

**Step 9: Release from Lockout/Tagout**

- Remove all tools from the work area.
- Replace all equipment guards.
- Notify all affected & other employees of impending energization.
- Remove all locks, tags, and lockout devices.
- Ensure area is clear prior to restart.