Equipment Inventory Form

Environmental Health & Safety

Instructions: This form is used to track equipment/systems within a department/shop that require a Lockout/Tagout (LOTO) procedures. WAC 296-803 requires that all LOTO procedures are reviewed and updated annually.

Use this form to record: the equipment/system, the date the *Lockout/Tagout Equipment Specific Procedure* form was completed and initials of the qualified person who completed the LOTO procedure, and the dates of procedure review with the initials of the qualified person who reviewed the procedure.

Equipment/System	Location	Energy Type(s)	Procedure Date & Initials	Review Date & Initials	Review Date & Initials	Review Date & Initials

Department/Shop: _____

Inventory By: _____ Signature: _____