

INITIALS	STEP	PROCEDURE	COMMENTS
	1	Identify all sources of energy	
	1.1	Gather and Verify Drawings	
	1.2	Walk Down Equipment	
	2	Open disconnecting device(s) for each source	
	3	Wherever possible, visually verify that all the blades fo the disconnecting devices are fully open or that the draw-out-type circuit breakers are withdrawn to the fully disconnected position.	
	4	Release stored electrical energy.	
	5	Release or block stored mechanical energy.	
	6	Apply LOTO	
	7	LDL (Live, Dead, Live) Testing	
	8	Ground equipment, if necessary	
	9	Walk down work area, verify LOTO, look for any other hazardous conditions.	

Person in Charge (PIC):

Date and Time:

Job Name:

Company:

Notes: