OpsAuditHub opsaudithub.com	DOC ID: **SAF-0116**	REVISION: **Rev 2.4 (2026)**
	STANDARD: **OSHA 29 CFR 1910.147 (Control of Hazardous Energy)**	AUDIT FREQUENCY: **Daily Pre-Shift**

Lockout Tagout Loto Audit Daily Log Sheet

Operational Scope: This log sheet establishes a daily verification process to ensure all industrial energy control devices, locks, and tags are actively maintained and functioning correctly. It aims to mitigate hazardous energy release risks and ensure total compliance with facility safety mandates.

MANDATORY PPE:	Safety Glasses (ANSI Z87.1), Steel-Toe Boots (ASTM F2413), Cut-Resistant Work Gloves, High-Visibility Safety Vest, Hard Hat (ANSI Z89.1)
PREREQUISITES:	Verify current calibration and functionality of testing meters | Review active work orders and authorized LOTO permits for the shift | Ensure uninhibited physical access to all primary energy isolation valves and breakers

LOCKOUT HARDWARE & DEVICE INTEGRITY INSPECTION

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	**Padlock Condition**	All safety padlocks are uniquely keyed, standardized by color/shape, and show no signs of physical tampering, corrosion, or jamming.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
2	**Lockout Hasps & Clasps**	Scissor hasps close and lock securely without distortion, allowing multiple locks to be applied simultaneously without slipping.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
3	**Tags and Legend Durability**	DANGER tags are legible, feature heavy-duty nylon cable ties, and explicitly state 'Do Not Operate' along with the authorized employee's identity.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**

ENERGY ISOLATION POINT VERIFICATION

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
4	**Electrical Disconnect Switches**	Main breakers and rotary disconnects move freely to the 'OFF' position and accept lockout shackles securely through the housing flange.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
5	**Pneumatic & Hydraulic Valves**	Line-pressure bleed valves release trapped pneumatic or hydraulic energy completely and lock out in the exhausted position.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
6	**Mechanical & Gravity Restraints**	Safety pins, blocks, and hydraulic transport struts are properly rated, unblemished, and deployed to prevent unintended vertical movement.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**

ZERO ENERGY VERIFICATION & SHIFT HANDOVER

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
7	**Zero-Energy Testing Equipment**	Multimeters and non-contact voltage detectors are operationally tested on a known live source before and after verifying zero energy.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
8	**Stored Energy Bleed-Down**	Capacitors, springs, and pressurized accumulators are fully discharged, bled, or blocked prior to initiating maintenance tasks.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
9	**Shift-to-Shift Continuity**	Group LOTO logbooks accurately reflect ongoing active isolations, matching current physical locks and tags deployed on the plant floor.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**

Authorized LOTO Inspector / Lead Technician Signature: _____	**Date / Time:** _____	**Badge / Cert #:** _____
Plant Safety Supervisor / Operations Manager Sign-off: _____	**Review Date:** _____	**Audit Status:** [ ] Approved [ ] Rectify

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