



Environmental Health and Safety Contractor Lockout/Tagout Request

Requested Date & Time:

Project Name/Number:

Lockout/Tagout Location:

It is requested that the noted building system have Lockout/Tagout by the owner to allow for our time-in services for the project as enumerated below. The Environmental Health and Safety Department requires a (1) week advance notice given (as a minimum) for research facilities and all lockout/tagout will occur during regular working hours.

I hereby certify the required work has been coordinated and scheduled to be completed within the requested time period and that the Contractor understands lockout/tagout the procedure that is being used.

Yes () No () Has the Contractor been instructed not to remove lockout/tagout devices or start de-energized equipment unless they are the authorized personnel who placed the lockout/tagout?

Yes () No () Did the Contractor verify that the equipment was de-energized?

Yes () No () Did the Contractor follow the lockout/tagout procedure?

Description of work to be performed:

Emergency Phone Contact (After Hours):

Name: _____

Phone #: (_____) _____

Environmental Health and Safety Remarks:

Contractor Remarks:

Check with UT Tyler Power Plant/Utilities prior to starting and upon ending work: 903-566-7030

Contractor Signature

Date

Coordination Meeting required prior to shut down?
Yes () No ()

Facilities Management Signature

Date

Coordination Meeting Date/Time:

Environmental Health & Safety Signature

Date