

**LOCKOUT PROCEDURE – QUIZ**

1.	True / False	Lockout / Tagout is designed to protect employees from unexpected startup of equipment that is being serviced or maintained.
2.	True / False	Lockout / Tagout includes six steps that employees follow when they re-energize equipment after service or maintenance.
3.	True / False	An employee conducting a lockout may use any kind of lock they choose.
4.	True / False	The person who places a lock must have their name on the lock.
5.	True / False	You can remove a lock with another employees name if you think they have gone home for the day.
6.	True / False	Hydraulic systems are exempt because they are not considered to be hazardous energy sources.
7.	True / False	Affected employees must be notified as the first step in lockout and informed when locks are being removed.
8.	True / False	If equipment has a control power key, it is not necessary to lock it out.
9.	True / False	All lockout locks at SDS are distinguishable by their size and shape.
10.	True / False	Every form of energy must be isolated and controlled by a lockout/tagout and the lockout verified before beginning work.
11.	True / False	Not all employees are required to follow written lockout/tagout procedures.
12.	True / False	It is ok to Verify when employees are already locked out and working on the equipment.

Training Record for Lockout/Tagout

This is to certify that I have been trained and informed on the hazards and precautions associated with not using the required PPE in my work as required in the company's written Lockout/Tagout program.

EMPLOYEE NAME _____

PRINT _____ SIGNATURE _____

DATE _____ TRAINER _____

Note to employee: This form will be made a part of your personal file.



Lockout/Tagout – Answers to Quiz

1. True	
2. False	Lockout/tagout includes three steps that employees follow when they re-energize equipment after service or maintenance.
3. False	You are required to use the company issued locks assigned to you for lockout/tagout.
4. True	
5. False	Never remove a lock that you did not put in place. If the employee who placed the lock is unavailable notify your supervisor and they will ensure all required procedures are covered to remove a lock for an employee who is not available.
6. False	Hydraulic systems are NOT exempt.
7. True	
8. False	The control power key is not a valid lockout. All energy sources must be locked out.
9. False	All company lockout lock are distinguishable by employee name.
10. True	
11. False	
12. False	

Lockout/Tagout - Lesson Plan

1. Hand out the pencils to be used for the quiz. Make sure that you have enough pencils for your crew.
2. Pass around the sign in sheet and ask everyone to please print and sign their names.
3. Review PPE Training Documents.
4. Hand out quizzes.
5. Answer any questions on the subject that the crew might have. If you don't know the answer, tell them you will find the answer and get back to them. (Make sure you do what you said you would do.)
6. Collect the papers and pencils and thank the group for their dedication to safety.
7. Send sign-in sheet and quizzes to the EHS Office for recording.