

PURDUE UNIVERSITY

**LOCKOUT/TAGOUT PROGRAM:
Exchange of Lockout/Tagout Program**

The lockout/tagout standard requires that the department exchange energy control procedures with outside employers who service and/or maintain Purdue equipment/machines that require lockout/tagout. This form is used to notify both parties that they must comply with the restrictions and prohibitions of those procedures. It should be completed by the departmental contact person in conjunction with the outside employer's representative. The exchange of information must occur before service/maintenance activities begin. If Purdue employees will also be working on this equipment or in surrounding areas, attach this to the Energy Control Procedures form.

I. Identification of Outside Employer:

Name: _____ Phone: _____
Address: _____
Project Name/Equipment: _____

II. Check here to indicate that energy control procedures for the equipment/machine have been exchanged.

Comments: _____

III. After comparing the two Lockout/Tagout programs, note any additional restrictions/prohibitions below:

IV. Affected Personnel (listed below) shall understand and comply with these differences.

(Printed Name)	(Signature)
_____	_____
_____	_____
_____	_____
_____	_____

V. Acknowledged acceptance of the provisions of this form:

Outside Employer Representative: _____ (Signature) _____ (Date)

Purdue Departmental Contact: _____ (Signature) _____ (Date)