Isolation Certificate

Note: Live electrical work as defined by AS/NZS4836 is not allowed under any circumstances.

1 Application/ description of isolation

00001	Date:	Permit issuer name:	Complier name:
Site:	Work area:	Equipment requiring isolation:	
Reason for isolation:			

2 Type of isolation (tick all that apply)

	Process Isolation		Extended Period Isolation	PI to sign here if EPI:	Date:
	Electrical Isolation		Isolation of safety/ emergency systems or CSD'S		

3 LOTO Plan and Test Record (required)

	Completed seperately and attached		Lock Box required	Lock box number:	Isolation Certificate lock:
	Completed on reverse page				

4 Isolation of safety systems (tick applicable systems)

	ESD		Emergency alarm
	Fire & Gas detection		Fire response
	Emergency escape		Other (specify)
Site Manager:	Sign:	Date:	Time:

5 Approval to install isolations as per LOTO Plan and test Record

Permit issuer

	Initial		CROSS OUT LINE IF N/A
		P&ID or Electrical drawings checked to plan/verify isolation points	
		Physical site review completed to verify required isolations	
		Qualified Electrician available to carry out electrical Isolations	
		Methodology to test/confirm that equipment is isolated, de-energised or depressurised and/or cannot be started	
		LOTO Plan and Test Record completed & checked	
		Communication to affected Personnel	

Permit issuer	Sign

6 Master Isolation Register

Registered Permits					Permit Deregistration	
Permit Holder					Permit Issuer	
Date	**Permit Type**	**Permit number**	**Permit Holder name**	**Permit Holder Lock # (if lock box in use)**	**Date**	**Sign**

7 Approval to remove Isolations

Permit issuer

All permits associated with this Isolation Ceritifcate have been cancelled and it is safe to remove the isolations specified on this certificate

Permit issuer name	Sign	Date:

8 Isolation Certificate Close out

Permit issuer

All isolations have been removed and LOTO Plan And Test Record has been checked for completeness. Work area checked and walk the line completed

Permit issuer name	Sign	Date:

LOTO Plan and Test Record

Compiled by:	Date:	Sign:	LOTO Cert #
Checked by:	Date:	Sign:	IC lock #
Location/Site:			Lock Box #
Description of Work:			

A copy of marked up drawings shall be attached showing how the system has been made safe, and how the plan was developed

Marked up drawing number/s:

EQUIPMENT DESCRIPTION			Application of Isolation						Removal of Isolation			
Step	EQUIPMENT DESCRIPTION	Asset #	Isolated State	Equipment Lock No.	PH Lock No.	Applied By	Date/ Time	Verified by'	Removed by	Date/ Time	Verified by	Found/ Left State
1	Specific instruction to isolate and verify/prove isolation											
2	Specific instruction to isolate and verify/prove isolation											
3	Specific instruction to isolate and verify/prove isolation											
4	Specific instruction to isolate and verify/prove isolation											
5	Specific instruction to isolate and verify/prove isolation											
6	Specific instruction to isolate and verify/prove isolation											
7	Specific instruction to isolate and verify/prove isolation											
8	Specific instruction to isolate and verify/prove isolation											
9	Specific instruction to isolate and verify/prove isolation											
10	Specific instruction to isolate and verify/prove isolation											

NOTES

1 Application of isolation is performed by a Z Permit Issuer (PI) or nominated competent person, and is independently checked by a competent 'checker'. Where the PI is the best person to perform the isolation, i.e. an Electrician, the PI must observe the application personally, i.e. CANNOT delegate this responsibility.

2 A lock box is required for isolations that have more than 5 individual isolation points

3 LOTO Plan and test records with more than 10 Isolation points must be completed seperately and attached to the IC

All isolations must be verified/proven as effective.