



## Isolation Certificate

<b>1</b>	<b>Application/ description of isolation</b>							
	Date:		Permit issuer name:			Complier name:		
	Site:		Work area:		Equipment requiring isolation:			
Reason for isolation:								
<b>2</b>	<b>Type of isolation (tick all that apply)</b>							
	Process Isolation		Extended Period Isolation		PI to sign here if EPI:		Date:	
Electrical Isolation		Isolation of safety/ emergency systems or CSD'S						
<b>3</b>	<b>LOTO Plan and Test Record (required)</b>							
	Completed seperately and attached		Lock Box required		Lock box number:		Isolation Certificate lock:	
Completed on reverse page								
<b>4</b>	<b>Isolation of safety systems (tick applicable systems)</b>							
	ESD		Emergency alarm					
	Fire & Gas detection		Fire response					
	Emergency escape		Other (specify)					
Site Manager:		Sign:		Date:		Time:		
<b>5</b>	<b>Approval to install isolations as per LOTO Plan and test Record</b>							
	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							
	Certified 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				
<b>6</b>	<b>Master Isolation Register</b>							
	<b>Registered Permits</b>				<b>Permit Deregistration</b>			
	Permit Holder							
	Permit Issuer							
	Date	Permit Type	Permit number	Permit Holder name	Permit Holder Lock # (if lock box in use)	Date	Sign	
<b>7</b>	<b>Approval to remove Isolations</b>							
	Permit issuer							
All permits associated with this Isolation Certificate have been cancelled and it is safe to remove the isolations specified on this certificate								
Permit issuer name			Sign			Date:		
<b>8</b>	<b>Isolation Certificate Close out</b>							
	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

Description of Work:  LOTO Cert # IC lock # Lock Box #	Date:	Date:	Date:	Date:	Date:	Date:	Date:						
	Sign:	Sign:	Sign:	Sign:	Sign:	Sign:	Sign:						
	Compiled by:	Checked by:	Location/Site:	Released by <sup>2</sup>	Removed by	Verified by	Found/ Left State						
A copy of marked up drawings shall be attached showing how the system has been made safe, and how the plan was developed <b>Marked up drawing number/s:</b>													
<b>EQUIPMENT DESCRIPTION</b>				<b>Application of Isolation</b>				<b>Removal of Isolation</b>					
<b>Step</b>	<b>EQUIPMENT DESCRIPTION</b>	<b>Asset #</b>	<b>Changed State</b>	<b>IC Lock No.</b>	<b>PH Lock No.</b>	<b>Applied By</b>	<b>Date/ Time</b>	<b>Verified by<sup>1</sup></b>	<b>Released by<sup>2</sup></b>	<b>Removed by</b>	<b>Date/ Time</b>	<b>Verified by</b>	<b>Found/ Left State</b>
1	Specific instruction:												
2	Specific instruction:												
3	Specific instruction:												
4	Specific instruction:												
5	Specific instruction:												
6	Specific instruction:												
7	Specific instruction:												
8	Specific instruction:												
9	Specific instruction:												
10	Specific instruction:												

**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 PH 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 separately and attached to the IC