



Electrical Isolation (LOTO) Permit

Authorisation for electrical isolation & lock-out / tag-out

Permit no.: _____

Valid: **single task / shift**

SITE / BUILDING	ADDRESS	SPECIFIC LOCATION / AREA	DESCRIPTION OF WORK
_____	_____	_____	_____
VALID FROM (DATE / TIME)	VALID TO (DATE / TIME)	SWMS / JSA REF.	PERMIT NO.
_____	_____	_____	_____

1 This permit covers

☐ Electrical maintenance ☐ Equipment servicing ☐ Switchboard works

2 Requirements — confirm before work commences

AS/NZS 4836

#	REQUIREMENT	YES	NO	N/A	COMMENTS
1	Isolation points identified	☐	☐	☐	
2	Lockout devices installed	☐	☐	☐	
3	Danger tags applied	☐	☐	☐	
4	Test for dead completed	☐	☐	☐	
5	Isolation register completed	☐	☐	☐	
6	Energy sources identified	☐	☐	☐	
7	Stored energy released	☐	☐	☐	
8	Authorised personnel only	☐	☐	☐	
9	Permit issuer approval obtained	☐	☐	☐	
10	Re-energisation procedure documented	☐	☐	☐	

3 Isolation register

AS/NZS 4836

POINT / SOURCE ID	ENERGY TYPE	ISOLATION METHOD	LOCK / TAG NO.	ISOLATED BY

Authorisation & acceptance

This permit is **not valid until authorised**. By signing, the receiving worker confirms they understand the hazards, controls and conditions of this permit.

ISSUED / AUTHORISED BY (NAME & SIGNATURE)

POSITION

DATE / TIME

ACCEPTED BY (RECEIVING WORKER — NAME & SIGNATURE)

COMPANY / ROLE

DATE / TIME



Completion & cancellation

On completion, confirm the area is safe, controls / isolations removed where appropriate and systems returned to normal.

PERMIT CLOSED / CANCELLED BY (NAME & SIGNATURE)

POSITION

DATE / TIME

Guidance only. Isolation, de-energisation and verification must follow a documented procedure by **authorised, competent persons** per **AS/NZS 4836** and the **WHS Regulation 2017**. Apply “test — prove — test” before touching any conductor. Locks / tags are removed only by the person who applied them.