

# LOTO Safety Products DMCC

*Simplifying Lockout / Tagout*



Ref: LSP/2020/

## LOTO Pre-Assessment Questionnaire

Date:.....

LOTO Safety Products DMCC, Dubai (UAE) specializes in providing integrated solutions in Lockout / Tagout and Arc Flash Protection PPE to the Oil & Gas sector, Utilities, Manufacturing, Facilities Management, Air & Sea Ports to name a few.

Our experienced team of professionals will visit your factory / facility and conduct a site assessment or demonstration to educate and identify first time users or revisit existing LOTO programs if new machineries or energy sources are installed. To confirm an appointment, please download the Pre-Assessment Questionnaire, complete, attach and submit through the On-Site assessment form to enable us to prepare for our visit in line with the services requested.

### Our suite of LOTO services include:

1. Presentations & 101 Training on Lockout / Tagout implementation & products through PPT's & Movies.
2. On-Site Assessment of Electrical, Mechanical and other energy sources – these include identifying the correct LOTO devices for different energy sources which need to be isolated. Cell Phones or cameras are used to take pictures of each energy source pre & post installation of the correct LOTO device.
3. All pre and post installation pictures are formatted on a **LOTO Assessment Form** with the LOTO Device name & model number formatted in tabular form for client to input quantity required for procurement.
4. Train personnel in identifying the correct LOTO devices, Padlocks & Tags required for different energy sources.
5. A USB containing LOTO Safety Product catalogues, Technical documents, PPT's, Movies and Product installation pictures on hundreds of different energy sources is provided to use **without any Obligation-To-Buy**. We believe it is our duty to our customers to create awareness on Safe Working Practices with access to the relevant information being available on a **right-to-know** basis.
- 6 **OUT OF UAE ASSESSMENTS** – Client will need to pay at actuals for all costs incurred towards flights, accomodation and food.

To service your request for an On-Site Lockout / Tagout Assessment, we request you to answer the below questions. Please tick the boxes where applicable and add your notes in the Remarks. This information will allow us to prepare in advance to address your needs and ensure our visit meets with your expectation.

First Name:..... Surname:.....

Designation:.....

Company:.....

Address:.....

City:..... Country:..... Postal Code:.....

Landline incl. Country Code:..... Ext:..... Mob: Country Code..... Mobile No:.....

**LOTO ASSESSMENT QUESTIONNAIRE:**

Physical Address where assessment is to be conducted:.....

Landmarks if any:.....

PPT Presentation on LOTO: Required Not Required

Laptop availability at customer premise: Yes  No

Will LOTO Team have to bring their own laptop: Yes  No

Will LOTO Team be allowed to use their USB to conduct presentation: Yes  No

**Remarks:** *If external USB is not allowed, Please suggest alternate methods of conducting the presentation?*

Projector (OHP) availability at customer premise: Yes  No

No. of People attending presentation: 5 - 10  11 - 15  16 - 20  More than 20

Time available to conduct presentation and one-on-one discussion: 60 Mins.  90 Mins.  120 Mins.

Time available to conduct Factory assessment: 60 Mins.  90 Mins.  120 Mins.

Cell Phone / Camera for photography of LOTO Installation: Supplier to bring  Client will provide

Energy Sources to be assessed (Tick all applicable): Electrical  Mechanical  Pneumatic

PPE Requirement to enter factory: Coveralls, Safety Shoes, Hard Hat, Spectacles, Reflective Vest, Any Other

Client Remarks:.....

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**NOTES:**

1. The information provided by client is for ascertaining the requirements to prepare the presentations and kits in advance to meet with the client's requirement.
2. If cameras or cell phones are not allowed, client should confirm in advance availability of their Cell Phone / Camera to take pics of the energy sources and LOTO devices.
3. In the event of the visit being postponed or cancelled by either party due to unavoidable circumstances, a new date and time can be agreed upon based on mutual consent.
4. Parking should be provided at customers premise free of cost.

**Signed: LOTO Safety Products DMCC**

**Signed: Customer**

**Designation: Director**

**Designation:**