

PERMIT TO WORK

Permit number _____

PART A: WORK REQUEST

Location of work (building/room.) _____ Contact name and phone number _____

Summary of work to be done _____

PART B: SAFETY PROCEDURES: To be implemented prior to commencement of work.

- 1. The following processes are to be suspended during the course of the work

- 2. The following equipment is to be withdrawn from service during the course of the work

- 3. All users have been made aware of this supervision/withdrawal Yes No
- 4. Safety warning notices have been posted where required Yes No
- 5. The following steps have been taken to eliminate, control or contain hazards in the area

- 6. The following safety measures are recommended

APPROVAL

I confirm that I have inspected the work area detailed above and declare that to the best of my knowledge and belief the work can be carried out safely and without serious risk of injury to health.

Signed _____ Date _____ Time _____

PART C: CONTROL OF RISKS ARISING FROM THE WORK

- 1. Isolation of services: **(please tick as appropriate)**
 water power fuel lines compressed gases others (specify) _____
- 2. Are there safety implications resulting from the isolation? Yes No
- 3. Lock-off required? Yes No Location _____
- 4. Safety signs posted? Yes No * If yes, what safety precautions are required to control the risks?

- 5. Air monitoring required? Yes No
- 6. Are there hazards associated with the work? Yes No _____

DECLARATION I understand the precautions to be taken under this permit.

Name (print): _____ Company/Department _____

Signed _____ Date _____ Time _____

Permit validity period From: Date: ___/___/___ Time: ___:___ To: Date ___/___/___ Time: ___:___

If the work is not completed within this timescale a new permit-to-work must be completed.

PART D: COMPLETION OF WORK

I confirm that the work has been completed in accordance with this permit. Services have been restored and the work area is ready for re-occupation.

Signed _____ Date _____ Time _____

PART E: REINSTATEMENT OF WORK AREA

I confirm that all equipment has been returned to service, safety signs have been removed and the users informed that work may resume in this area.

Signed _____ Date _____ Time _____