

What is a permit to work system?

Is a formal written system used to control certain types of work that are potentially hazardous. A permit-to-work is a document which specifies the work to be done and the precautions to be taken. Permits-to-work form an essential part of safe systems of work for many maintenance activities which can include:

- Entry into a confined space or possible asphyxiating atmospheres.
- Working near rail lines.
- Permits to mole/drill.
- Client permits.
- Streetworks permits and notices.
- Excavations with assisted access / egress.
- Hot works.
- Work on or near a demolition site.
- Lifting equipment or materials over High Risk Plant.
- Work on plant containing toxic material.
- Working in contaminated ground.
- Excavation 1.5 metres (subject to a completed risk assessment) and deeper or requiring trench support at any depth.
- Any operation where a risk assessment identifies the need (e.g. cranes or working at heights etc).



For **All** Safety Documents you **MUST** ensure the following:

- You are trained and competent to issue / receive the relevant safety documents.
- The safety document(s) are formally communicated to all members of the working party.
- Adhere to all requirements assigned to the safety document contents.
- Never deviate from the contents of the safety document.
- Contact the safety document issuer if you have any concerns of the contents of the safety document.
- Sign off the safety document before leaving site in accordance to the associated issue / cancellation procedure.

Electrical work

For work on or adjacent to the electrical distribution network, the appropriate Safety Document in accordance with the Electrical Distribution Safety Rules must be in your possession before work commences these include:

- Permit to Work.
- Limitation of Access.
- Sanction for Test.

Industrial electrical / mechanical works

For work on or near any industrial electrical / mechanical equipment the following safety documents are required before starting work:

- Electrical / Mechanical Isolation Permit.

IF UNSURE, STOP AND SEEK ADVICE FROM YOUR LINE MANAGER