

- Electrical Services
- Mechanical Services
- Local Exhaust Ventilation Systems
- Building Management Systems
- Fire Alarm Systems
- Lifts

A PTW for a service isolation confers permission to work on a service or system or part of a system, once the method of isolation, and the hazards that are directly associated with carrying out that isolation, have been identified through documented Risk Assessment and Method Statement. It does not, in itself, deal with any risk or hazard that may be associated with the working environment.

The person with responsibility for site safety, ('Contract Manager/Administrator' or Representative) shall ensure a 'safe system of work' is in place, using Risk Assessments and Method Statements, prior to the start of work. This process should help to identify any 'Hazardous Activities' in that environment such as:

- Hot Work,
- Confined Space,
- Access to roofs,
- Excavations,
- Asbestos,
- Work within or Impact on a critical area.

A 'Hazardous Activity' PTW is then required. A PTW may embrace more than one 'Isolation' or 'Hazardous Activity'. A PTW may not be required, for work on simple system's that have dedicated local isolation, and present minimal risk, or have no secondary impact on other users. However, a risk assessment should still be undertaken, method statement produced and any necessary control measures put in place before commencement of works.

10.3.2 Authorization / Approval of Isolation PTW

'Authorized Persons' for Isolations or Hazardous Activities will be required to complete their relevant sections of the PTW before the document is ready for acceptance. Upon receipt of the PTW document, the 'Authorized Person' for the relevant Isolation or Hazardous Activity, will assess all relevant information supplied, and when satisfied that the relevant Isolation or Hazardous Activity can be carried out safely, will authorize their section of the PTW. This may involve working with the 'Contract Manager/Administrator', and the 'Competent Person' carrying out the work, taking into account, any other source of guidance available if further clarification is required.

The 'Authorized Person', will pass the PTW document to the next 'Authorized Person'. The process will continue until all relevant 'Authorized' sections of the PTW document have been completed and signed off.

10.3.3 Acceptance of Isolation PTW

The 'Contract Manager/Administrator' will then sign for receipt of the document.

A copy of the signed document will be taken by the last 'Authorized Person' and passed back to the DMAT / Consultant and kept on file with the request, risk assessment and method statement.