

The 'Competent Person' carrying out the work, will also 'sign on' to the PTW stating that they have read all sections, and that they fully understand and accept the contents.

The 'Competent Person' is responsible for ensuring that all persons under their charge adhere to all control measures.

The 'Contract Manager/Administrator' is responsible for dealing with all circumstances relating to an existing PTW until it has been cancelled.

The PTW document will be posted in a prominent position at the entrance to the area where the task is to be undertaken, for the duration of works.

#### **10.3.4 Testing and Commissioning**

If it is necessary for the 'Isolated' service to be reinstated in order that testing and commissioning can take place, then the 'Competent Person' will complete the relevant section of the PTW and forward it to the appropriate 'Authorized Person' who will give authorization for the service to be temporarily re-instated.

#### **10.3.5 Damage Assessment and Corrective Action**

Upon completion of works, the 'Competent Person' carrying out the work, will complete all sections of the 'Damage Assessment and corrective Action' declaration sections, stating that all works have been satisfactorily completed and that no damage has been inflicted on the assets. However, in case of any damage to the assets this needs to be highlighted and corrective actions recommended, including cost estimates and program for correction action.

#### **10.3.6 Handback Following Completion of Works**

Upon completion of works, the 'Competent Person' carrying out the work, will complete all sections of the 'Handback' declaration section, stating that all works are complete, and that all persons under his or her charge have been withdrawn.

The 'Contract Manager/Administrator' will also sign the 'Handback' section and ensure the return of the PTW document to the DMAT / Consultant, along with any documentation that is deemed necessary for the safe reintroduction of the service or system.

#### **10.3.7 Isolation PTW Cancellation**

The DMAT / Consultant will then cancel the PTW, update the database and inform the 'Authorized Persons' accordingly.

#### **10.3.8 Request for Extension of Isolation PTW Validity Period**

If it is necessary for the PTW validity period to be extended, the 'Contract Manager/Administrator' will contact the appropriate 'Authorized Person(s)'.

The 'Authorized Person(s)' for the relevant activity, will assess all relevant information supplied and if satisfied, that the activity can continue to be carried out safely, will authorize a time extension to the PTW.

The PTW will be endorsed with the extension stamp, signed by the 'Contract Manager/Administrator' and the 'Authorized Person(s)'. The details of the extension will be forwarded to the DMAT / Consultant who will update the data base.