

## Working at Height Permit

Applicable to:

Any area that needs to be accessed off floor level.

**THIS PERMIT IS ONLY VALID FOR THE TASK BEING UNDERTAKEN. MAXIMUM 5 WORKING DAYS**

Weekly Permit

Daily Permit

Starting Date:.....

**This permit must be renewed weekly.**

**ON EVERY OCCASION THE TASK BEING CARRIED OUT CHANGES A NEW PERMIT IS TO BE ISSUED.**

### *PART ONE*

***To be completed prior to working at height.***

Contracting Company: \_\_\_\_\_

Exact location of work: .....

Scope of Works: \_\_\_\_\_

Between \_\_\_\_\_ and \_\_\_\_\_ hrs

*At all times the contractor is responsible for ensuring compliance by all his/her workers to the Working at Height restrictions below:*

- A risk assessment and task outline will be submitted to production H&S before any permit is granted.
- The above location will be thoroughly inspected and appropriate safety precautions will be carried out before commencement works.
- An exclusion area will be put in place directly below the area of works.
- The operative will make everyone in the space below them aware of the work taking place.
- The operatives will be fully competent in performing the task they are doing.
- The correct PPE will be worn at all times.

### **Additional Restrictions:**

- The person authorised by this permit must stop the work if a hazardous situation develops.
- The location must not be left unattended during breaks at work.
- If control measures are not being taken work will be stopped immediately.

Signature of Contractor responsible for the work: \_\_\_\_\_

Print name: \_\_\_\_\_

Signature of issuing person: \_\_\_\_\_ Date: \_\_\_\_\_

After signing below this permit must be returned to the H&S department to be retained by the Company.

*PART TWO*

***To be completed after working at height***

Where applicable automatic fire alarm and detection systems/zones have been re- instated.

Signature of person responsible for the work: \_\_\_\_\_

Print Name \_\_\_\_\_

Signature of receiving person: \_\_\_\_\_ Date: \_\_\_\_\_