



INTRODUCTION

The purpose of a work permit is to identify the minimum safety requirements to ensure that a designated high-risk work activity is performed under safe, controlled, and documented conditions.

TASK SPECIFIC WORK PERMITS

Task specific works permits may include the following activities:

- Confined space entry.
- Hot works.
- Hazardous area work.
- High voltage work.
- Live electrical work.
- Excavations.

Confined space entry requires a permit. The permit is required for working in a confined space.

SAMPLE

SUBSCRIBE NOW AND GET FULL ACCESS

Before work activities that require a permit, the following requirements must be met:

- a. A permit must be issued to conduct the work to ensure that the work is performed under safe, controlled, and documented conditions.
- b. What hazards are present with the task to be undertaken?
- c. What training and competencies are required for the task to be completed safely?
- d. What controls need to be implemented to prevent persons from being injured from the work required to be undertaken?
- e. Who needs to authorize the work to complete the task safely?
- f. Who does the supervisor need to notify of the work to be undertaken?
- g. If outdoor work, what allows the weather conditions?
- h. What other procedures or work rules need to be followed to be undertaken in line with the task to be completed?
- i. What are the permits required for the completion of the task?
- j. What location is conduct of emergency services, specific to the type of work to be undertaken?
- k. Does the work need to be done at night? If so, how?
- l. Is a contingency document for the work required to be undertaken to identify what controls are required?



HOW TO COMPLETE A WORK PERMIT

The permit must be issued by an authorized person. An authorized person is required for the work activities. All relevant information must be made available to the permit authorizer by the person completing the permit.

A permit to work must comply with the following before permitted work can commence:

- a. All details on the permit that are relevant to the task are completed.
- b. The permit is signed by the permit authorizer, the permit holder, and the permit reviewer.



- The contents of a permit, specifically the permit conditions, must be communicated by the permit holder to the work crew to enable consultation and feedback. The permit holder must ensure that the work crew fully understand the work scope and conditions and sign onto the permit to confirm this understanding.
- No person shall simultaneously hold the positions of permit holder and permit authorizer.
- Once the conditions of a permit are agreed to, the permit holder shall sign the permit and shall become the responsible person for supervising the task.



HOW TO WORK UNDER A PERMIT



SAMPLE

SUBSCRIBE NOW AND GET FULL ACCESS

HOW TO SIGNATURE A WORK PERMIT

- Ensure all permits associated with the proposed work have been identified, reviewed and controlled.
- Ensure that the work and equipment is made safe before transferring the permit.
- Transfer to the new permit holder from the work is to be undertaken in a systematic procedure, equipment location, staff time, location, vehicle, and other resources is being.
- Ensure that any associated permits are appropriately signed, controlled and controlled.
- Ensure that any new conditions during the work are appropriately notified and controlled to do the work and sign on to the permit.
- Ensure that any new conditions during the work are appropriately notified and controlled to do the work and sign on to the permit.
- Ensure that any new conditions during the work are appropriately notified and controlled to do the work and sign on to the permit.
- Ensure that any new conditions during the work are appropriately notified and controlled to do the work and sign on to the permit.