**Permit To Work - Confined Spaces**

**A confined space can be taken as a place which is substantially (though not always entirely) enclosed and where there is a risk that anyone who may enter the space could be overcome due to gas, fumes, vapour or lack of oxygen, injured due to fire or explosion, overcome by high temperature, buried under free flowing solid (e.g. grain, sand, flour) or drowned.**

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| **Permit No** |       | **Issue Date** |       |
| **Permit Valid From** | **Date** |  | **Time** |  |
| **Permit Valid To** | **Date** |  | **Time** |  |
| **Location /Site** |  |
| **Description of Works:** |  |

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| **Scope of works** |
| I hereby certify that the            (plant, vessel etc) in the            team has been examined by me and the under mentioned contractors/employees are authorised to enter the same for the purpose of           . |
| **Details of Precautions taken relevant to the plant, vessel etc****(State methods used for precautions 3-6)** |
|  | The following electrical starters have been isolated and locked off |       |
|  | The following valves and other connections have been blanked or locked off |       |
|  | Cooling has been effected by |       |
|  | Dangerous deposits have been removed by |       |
|  | Ventilation and supply of air adequate for respiration has been provided by |       |
|  | Tests have been made for fumes by |       |
|  | Other precautions which have been taken by |       |
|  | Person detailed to standby (name) |       |
|  | Has he/she been instructed how to act in an emergency, how to help etc? |       |
|  | Are life lines to be used? |       |
|  | Others to be informed that the job is being done (names) |       |
| **Note 1** | The period for which this certificate is valid must not exceed 12 hrs from the date and time shown above. If the work is to continue beyond this period a new permit must be issued. |
| **Note 2** | This permit is required to be issued in all cases where a person is required to enter a boiler, chamber, bin, tank, vat, pit, flue or similar confined space in which dangerous fumes are likely to be present to such an extent as to involve risk of being overcome thereby. |
| **Work authorisation** |
| **The area and/or item(s) to be worked have been cleared of hazardous materials and is safe to work on. If oxygen and other gas levels have been monitored, they are at a safe level and all residual hazards have been removed.** |
| **Signature of the responsible person** |  | **Date** |  |
| **Name in block capitals**  |  |
| **I have received verbal / written instruction regarding work in this area, and any hazards remaining. I understand these instructions, and accept that the area is safe for work.** |
| **Signature of the responsible Maintenance operative** |  | **Date** |  |
| **Name in block capitals**  |  |
| **Work completed – sign off** |
| **The work outlined in this document has been completed, all tools and materials have been removed, and the area is left in a safe condition.** |
| **Signature of the maintenance operative** |  | **Date** |  |
| **Name in block capitals**  |  |
| **The area is accepted for return to use.** |
| **Signature of the responsible person**  |  | **Date** |  |
| **Name in block capitals** |  |
| **Conditions of the permit**The following conditions must be adhered to under a permit to work:* The permit is issued on the day of works;
* The work activity covered by the permit is task and time specific;
* Work may be stopped by any member of the operation or by anyone who has reason to believe that circumstances make the operation unsafe to continue. All relevant checks and tests should be carried out before work re commences by the relevant manager;
* The supervisor is responsible for notifying the authorising person when the work is completed and for signing the completion certificate;
* All permits must be completed in ink and a copy of the permit must be kept / displayed within the work area until completion of the work.
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