

Hot work permit

AA/JSA/SOP Ref #:

Permit #

Company name

Summary of work to be undertaken

Detail only the work to which this permit applies

Do other permits apply to this activity? Refer to the job safety analysis form (JSA)

<input type="checkbox"/> Confined space entry	<input type="checkbox"/> Working at height	<input type="checkbox"/> Excavations ≥ 1.5 metres	<input type="checkbox"/> Hazardous Energy	<input type="checkbox"/> Safety device impairment	<input type="checkbox"/> Explosive Atmosphere Area (EEHA)	<input type="checkbox"/> Other (specify)
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Declaration by permit receiver

• I am competent to identify and manage the risks related to this work permit (evidence of training provided)	Yes	No	• Adequate ventilation is in place (tunnel work especially)	Yes	No
• I have identified all fire hazards including the risk of heat conduction through walls, ceilings etc.	Yes	No	• Gas monitors will be used throughout and work stopped if a gas alarm condition is reached	Yes	No
• This work falls within a designated Explosive Atmosphere Area	Yes	No	• A trained stand-by person is assigned for the duration of work and after work inspections	Yes	No
• The area is free of combustible liquids, gases, vapours or dust	Yes	No	• Fully operational fire fighting equipment (extinguishers, hoses) is available	Yes	No
• All solid combustible materials have been removed or suitably protected against heat or sparks	Yes	No	• The nearest fire alarm and evacuation route have been located	Yes	No

Fire watch inspection record (hot spot checks must be conducted throughout the work and for 60 minutes after the hot work is finished).

Date	Inspection assigned to	Inspection start time	Inspection finish time	No hot spots or fires were found
DD/MM/YYYY		HH : MM	HH : MM	
DD/MM/YYYY		HH : MM	HH : MM	
DD/MM/YYYY		HH : MM	HH : MM	
DD/MM/YYYY		HH : MM	HH : MM	
DD/MM/YYYY		HH : MM	HH : MM	

Work activity raw risk score: Refer to JSA
Residual risk score: Refer to JSA
Verified risk score: Verified on site by the permit receiver

Networks/Transmission permission	Duty engineer (name)	Date	Time
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Permit issuer validation

I certify that I have reviewed the proposed work described on the Permit to Work documents and the JSA.

The Permit to Work is allowed:

from:	DD / MM / YYYY
until:	DD / MM / YYYY
Name	PI cannot be same person as PR.
Signature	DD/MM/YYYY Date

Permit receiver validation

I certify that I am aware of the planned work and the controls detailed on this permit and the JSA. I will ensure that work only proceeds when the conditions set out are met. I will ensure that others working under it understand and abide by the conditions.

Name	PR cannot be same person as PI.
Signature	DD/MM/YYYY Date

Permit Suspension (PS) and Permit Revalidation (PRv):
The permit must be suspended at the end of each working day OR handover of shift; OR following an emergency; OR at the discretion of the PI and PR. The PTW MUST be revalidated prior to work recommencing.

Date	PS (✓)	PI (initial)	PR (initial)	PRv (✓)	PI (initial)	PR (initial)
DD/MM						
DD/MM						
DD/MM						
DD/MM						
DD/MM						

Permit issuer

I confirm this permit is now cancelled.

Name	PI cannot be same person as PR.
Signature	DD / MM / YYYY Date

Permit receiver

I confirm that work under this permit is concluded, and the worksite is left in a safe and tidy state.

Name	PR cannot be same person as PI.
Signature	DD / MM / YYYY Date