





Permit to Work – Decision Trees


Use the Permit to Work Decision Tree to assess activity risks and determine if a permit is necessary. If the "YES" column is marked in the PTW column, a Permit to Work is mandatory. For entries marked with Y/N, the Permit Receiver and Permit Issuer should discuss necessary controls to decide on permit requirements. – *obtain PTW forms from your Watercare Representative.*

Confined Space Work in an enclosed or partially enclosed space. Note: The Watercare Confined Space Entry Certificate and Confined Space Risk Decision Tree must be completed for ALL Confined Space entries. 	PTW Req?
Is the residual risk score 2 or above on the Confined Space Decision Tree?	YES
Is the residual risk score 1 on the confined space decision tree?	NO


Excavation Work involving the removal of soil or rock from a site to form an open face trench, hole or cavity. 	PTW Req?
Will the excavation be deeper than 1.5metres?	YES
Is there a risk of atmospheric contamination or build-up of gases or fumes within the excavation?	YES
Is de-watering required?	YES
Will the excavation contain contaminated soil?	YES


Explosive Atmosphere Areas These are areas that encompass explosive atmosphere zones, refer: AS/NZS 60079.10.1:2009 Classification of areas – Explosive atmospheres 	PTW Req?
Is any of the work in a designated explosive atmosphere zone ?	YES
Is any of the work undertaken in a designated hazardous (explosive) area , that is covered by an approved SOP?	Y/N

Hazardous Energy Permit Containing mechanical, chemical, electrical, thermal gravitational, potential, pneumatic or hydraulic energy. Note: The Watercare Isolation Procedure & Isolation Certificate still applies. Note: <u>Work Type Competency (WTC) must be held if working on or near Electrical Energy Areas</u> i.e. Motor Control Centre (MCC), Switch Rooms, Transformers, Earthing and Ring Main Unit (RMU) 	PTW Req?
Will it work involve working on High Voltage equipment?	YES
Will it involve live product work including all work either inside or on live wastewater or water pipes where either product or vapours may still be present?	YES
Will it involve working in a HV room or within 2 metres of HV equipment? (Excludes routine activities undertaken by WTC trained personnel, with a Watercare approved SOP).	YES
Will it involve working on live equipment, electrical circuits, energised pipes or pressure vessels?	YES
Does the work require any remote isolation(s)?	YES
Does the work require energising during testing or commissioning?	YES
All other isolation of hazardous energy; the Watercare Isolation Procedure applies	NO

Hot Work Where a source of ignition is introduced to a work environment 	PTW Req?
Does it involve any non-intrinsically safe activity or non- Ex rated equipment within a confined space where flammable or explosive conditions could exist?	YES
Does it involve any non-intrinsically safe activity or non- Ex rated equipment, within a designated explosive atmosphere zone?	YES
Will there be any hot work on equipment or pipes?	YES
Will there be any hot work in an operational plant, offices or admin areas?	Y/N
Will the hot work be undertaken outdoors, when a fire ban is in place and/or within 3 metres of a structure?	Y/N

Other High-risk Work Any other tasks where the risk assessment generates a controlled risk score in the red zone of the job safety analysis (JSA).	PTW Req?
After planning safety measures to reduce risks, is the level of risk remaining still considered high (4) or very high (5)?	Yes
Other high-risk activities not covered by a specific permit, i.e complex crane lifts, diving etc.	YES

Safety Device Impairment Where the work will disable or affect emergency systems (emergency monitoring systems, fire fighting, escape or rescue systems) or safety critical elements on a Major Hazard Facility. 	PTW Req?
Will the work disable or affect emergency systems, including leaving a site operating with a disabled emergency alert system or safety device?	YES
Will the work disable or affect a MHF safety critical element as specified in the site MHF Safety Case (applies to Ardmore WTP only)	YES

Working at Heights Working in place where a person could be injured if they fell from one level to another. 	PTW Req?
Will it involve working at a height of 5 metres or higher? (Notification to Worksafe?)	YES
Will it involve working at a height between 2 metres and 5 metres? Excludes: Under 5 metres when working from a scaffold erected by a competent person or from a scissor lift, a boom lift or a permanent ladder where the fall protection is permanently I equipment.	YES
Working at height less than 2m (NOTE: ALL height work must have safety controls planned and used)	NO