



CONTROL DOCUMENT

Issuing Permits - The issue of permits is strictly controlled, permits can only be issued by authorised personnel.

This control pack confirms that all preliminary assessments have been completed and that all of the following permits necessary to control the activities of either in-house employees or Contractors are attached and will be signed and completed following a complete inspection of the work area.

PERMIT NUMBER:

CONTRACTOR (Company):

CONTRACTOR (Employee Name):

LOCATION OF WORK (Exact):

TYPE OF WORK:

PERMIT CONTROLLER:

CONTROLLER POSITION:

DESCRIPTION OF WORK:

SPECIAL INSTRUCTIONS:

Date Work to be Completed: _____ Time: _____

Risk Assessment Needed?: Reviewed?

Method Statement Needed?: Reviewed?

Permits Needed:

- General Permit to Work
- Hot Work Permit
- Entry into Confined Space
- Remote Working or Working at Heights
- Working With Hazardous Materials
- Electrical Permit to Work
- Environmental / Pollution Risk
- Plant Isolation
- Excavation

Permission to Proceed with Work

I declare that all needed documentation has been received and reviewed and that all appropriate permits to work are contained within this pack and that permission is hereby granted for the work to proceed.

Permit Controller: _____ Signed: _____ Date: _____ Time: _____

IF IN DOUBT - ASK