



# HAZARDOUS MATERIALS PERMIT

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

PERMIT NUMBER:

CONTRACTOR (Company):

CONTRACTOR (Employee Name):

LOCATION OF WORK (Exact):

DESCRIPTION OF WORK:

LIST OF HAZARDOUS MATERIALS:

Safety Data Sheets to be provided, Complete the reverse side (page 2) of this permit

## Protective Equipment Required and Available (as identified on the Safety Data Sheets?)

Eye	<input type="checkbox"/>	Face	<input type="checkbox"/>
Hands	<input type="checkbox"/>	Full Body	<input type="checkbox"/>
Breathing Apparatus	<input type="checkbox"/>	Hearing	<input type="checkbox"/>
Other: (Specify below)	<input type="checkbox"/>		

List accident / emergency equipment available for use:

Detail Emergency Procedures:

Does the work involve contact with Asbestos? YES / NO

If yes, contact the Company Health and Safety Department

Date Work to be Commenced: \_\_\_\_\_ Time: \_\_\_\_\_

Date Work to be Completed: \_\_\_\_\_ Time: \_\_\_\_\_

I declare that the above has been made known to the competent person in charge of the work and consider the above mentioned area to be safe for the competent person to commence work.

Permit Controller: \_\_\_\_\_ Signed: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

## Acceptance by competent person prior to commencement

I understand the work that is to be carried out and the safety precautions that are necessary to complete the work safely as outlined in the appropriate method statement and risk assessments. If conditions are such that the method statement and risk assessments become invalid it is my responsibility to stop work immediately and notify the person who authorised this permit to work. The disposal of any residues of the hazardous materials used will be in accordance with the Environmental Protection Act.

Competent Person: \_\_\_\_\_ Signed: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_



### Continuation of Work

I hereby authorise the work specified above to continue until the time stated below and that I have checked the safety arrangements and confirm that they remain adequate.

Permit has been extended to: \_\_\_\_\_ am / pm

Permit Controller: \_\_\_\_\_ Signed: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

I have checked the safety arrangements and am satisfied and agree to accept responsibility to complete the specified work by the revised time.

Competent Person: \_\_\_\_\_ Signed: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

### Permit Cancellation

This permit is cancelled. The work is / is not complete. Safety precautions have / have not been removed.

Permit Controller: \_\_\_\_\_ Signed: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

### Completion of Work Final check by Contractor / Employee

I declare that the work described above is complete all work equipment, persons and materials under my control have been withdrawn. All safeguards have been reinstated and the work area returned to a safe status and service.

Competent Person: \_\_\_\_\_ Signed: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

### Completion of Permit - Permit Controller

I declare that the permit is now closed and I have received copies of the permit back from the Competent Person. The area has been inspected and is free from risk and all fire protection systems have been reinstated to their normal operating status.

Permit Controller: \_\_\_\_\_ Signed: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

### Hazards Identified:

Note: If asbestos is involved do not proceed contact the Company Health and Safety Department or equivalent

### Hazard Classification

- Very Toxic
- Irritant
- Corrosive
- Explosive
- Pressure Container

- Toxic
- Harmful
- Flammable
- Oxygen Deficient
- Note: Obtain all product data sheet(s)

- Have activities involving materials / hazards been risk assessed? YES / NO
- Has a Method Statement been created for the whole activity? YES / NO
- Have all relevant people been informed? YES / NO

If the hazard presents a risk to the Environment then an Environmental Permit is also needed. Where isolations are required the a Plant Isolations Permit is also needed. The disposal of any residues and hazardous materials must be in accordance with the Environmental Protection Act

**IF IN DOUBT - ASK**