



PERMIT TO WORK

07 - PTW – Electrical- v1.0

07 – Electrical Working

Requirements	Response	
Location onboard		
Description of works to be done		
Authorised officer in charge		
Period of validity of permit to work (should not exceed 24 hours)	___ / ___ / ___ from ___ : ___ to ___ : ___	
Authorised person(s) carrying out the work		
#	Checklist	✓
01	Has the job discussed and planned with the Chief Engineer?	
02	Have the relevant department been advised of isolation?	
03	Has the electrical main supply switched off?	
04	Has the emergency supply switched off?	
05	Has any other supply switched off?	
06	Is the isolator locked off and tagged?	
07	Are insulation mats, gloves, screen or any other PPE required?	
08	Has test for dead been conducted?	
09	Is containment of sparks required?	
#	On completion of work	
10	Has plant and equipment checked?	
11	Have tools removed from the area (es. Connection box or switchboard)?	
12	Should safety measure to be removed?	
13	Have plant and equipment switched on?	
14	Have the relevant department been advised power has been restored?	
15	Have the work logged in the E.R log book and on DB	

Confirmation of checks: I am satisfied that required precautions have been taken and that safety arrangements will be maintained for the duration of the work.

Signed

Authorising Officer

Date and time: ___ / ___ / ___ @ ___ : ___

Signed

Authorised persons

Date and time: ___ / ___ / ___ @ ___ : ___

Signed

Authorising Officer

Date and time: ___ / ___ / ___ @ ___ : ___

Cancellation of certification: The work has been completed / cancelled and all persons under my supervision, materials and equipment have been withdrawn.

