

Electrical Permit to Work Booklet

6 Personnel Registers

Stock Code: 002064459

EPTW Job Request ID No.

On-site Instruction / Walkthrough Required?

Yes

No

Notes:	<i>This booklet contains:</i>
	1 X Permit Original Pink Not to be removed
	1 X Permit Issuer's White Permit issuer to Copy remove
	6 X Personnel Not to be removed Registers
	Electrical Representative for Permit
	Name:
	Mobile:
	Written By: Signature:

Only the Original Booklet is valid for Electrical Safety Purposes.

This booklet shall be retained for a minimum of 3 months after the Permit has been cancelled and returned.

Permit Booklets may only be photocopied after cancellation of the Permit.

Guidance Notes for On-Site Walkthrough / Instructing Permit Holders

- a) **Planned Date and Time of Work**
 - b) **Person in Charge** of Work, **Depot or Company**, and **contact phone number**
 - c) **Show Safe Work Area**, in particular:
 - Tracks - Between which structures (in addition, landmarks)
 - Feeders - Between which poles
 - d) **Show live Electrical equipment**, in particular:
 - Mid tracks, section insulators, knuckles, aerial lines crossing and adjacent (managed by Sydney Trains and other electrical operators)
 - e) **Explain** any **special instructions** or **warnings** on item 5 of the Permit
 - f) **Ask**
 - Are you familiar with all the members of the work party covered by the Permit?
 - The type of work to be done?
 - Where will loaders, cranes, excavators access/set up/operate?
 - Where will the spoil site be?
 - How many people per shift?
 - How will they control the site? (people/plant)
 - Please explain
 - You Safe work Area
 - Where do you understand your earths/rail connections will be?
 - Where they'll keep the permit between shifts?
 - What they'll do if
 - The permit is lost?
 - The permit holder needs to leave the site?
 - g) **Show** instructions on the reverse side of pink original, and point out General, Part A and B.
- ELECTRICAL SYSTEM OPERATOR PHONE 94911 OR (02) 93794911**