

D300

West Suffolk Joint Health and Safety Panel 18 February 2013

Health and Safety Policy Amendment 010

Attached is Annex V of the Health and Safety Policy relating to
Work Permit for External and Internal Roof Work

Prior to approving any external or internal roof work the Supervisor or his appointee shall inspect the work area and confirm that precautions as listed below have been taken into account.

Check each item carefully

Pre Work

- Hot works require additional works permit.
- Risk assessment/method statements and safe systems of work must be presented to the permit issuing officer.
- Receive brief & pass onto your staff, the emergency evacuation procedures including where and who to report to.
- Personal Protective Equipment.

The following PPE has been identified and must be worn:

PPE	Yes	No	PPE	Yes	No
Protective foot wear			Harness*		
High visibility clothing			Lanyard* (**fall arrest/fall restraint)		
Gloves					
Eye protection					
Head protection					

Note:

- *Only trained and competent persons are permitted to pre inspect and use this equipment.
- **Delete as necessary

During work

- All work must be undertaken within the guidelines of the risk assessment/method statement and safe system of work.
- PPE identified above must be worn at all times.

Post Work

- Immediately after work is completed all work equipment must be removed and the area left in a clean and hazard free state.

Issuing officer's details

Signed..... Name..... Date.....

Completion officer's details

Signed..... Name..... Date.....

This form must be on site at all times and handed back to the issuing officer on completion of work.