

High Risk Activities – Permit to Dig



Fuel Retail



Charge



Wash



Systems



Fleet



Gas

Permit to Dig

Known by other names:

Breaking ground, disturbing ground,
excavation etc...

Don't be misled by the name...



Permit to Dig

The process is the same because the risks are the same

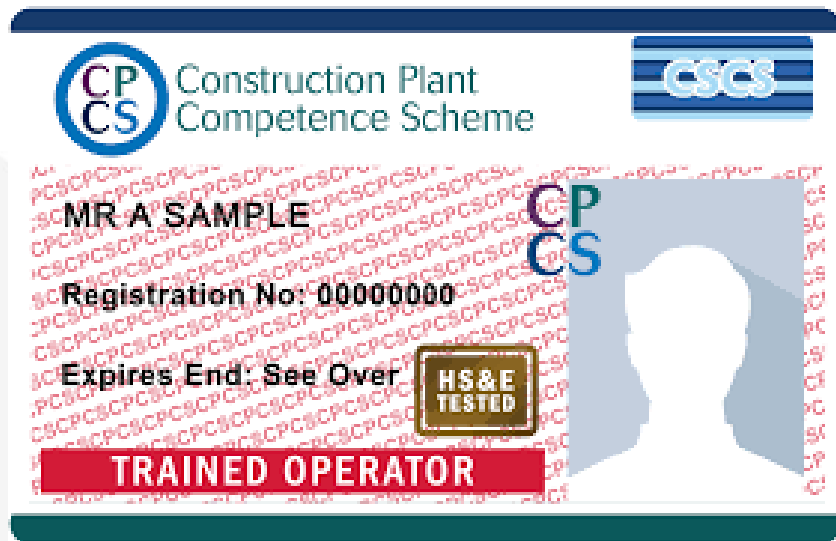


Permit to Dig

A series of hold points – not all the requirements are relevant to all jobs

Is the excavation safe? (if already open)

Are the personnel competent?



Permit to Excavate		Permit Number	
Work Site		LOCATION	
NATURE OF WORK			
Works Supervisor -		Date of issue:	
Items to Be Checked	Yes	No	Comments
1. If existing excavation, has this been inspected prior to commencement of works?			
2. Is a competent and qualified person operating all plant and equipment?			
3. Is a risk assessment, method statement and work scope documented and understood by the work party?			
4. Does all plant and equipment have certification of inspection?			
5. Has a temporary works plan been documented?			
6. Have the ground conditions been assessed for support of excavator?			
7. Have drawings been issued and checked for existing services?			
8. Has the site been surveyed with GPRS			
9. Do drawings indicate presence of submerged services? <i>// yes, attach drawing.</i>			
10. Have all service routes been traced and marked on site?			
11. Has the site been walked with the excavator driver to plan the route?			
12. Is hand digging required to locate services?			
13. Have hand dug areas been marked?			
14. Is edge protection to prevent unintentional access or collapse in place?			
15. Physical check of excavation area, and all boxes chambers covers etc., identified in accordance with temp works design			
16. Is the work area free of overhead obstructions and services?			
17. Are safe means of access and egress in place where required?			
18. Are confined space entry requirement met where required?			
COMMENTS:			
NOTES:			
1 - A CAT Scanner MUST be available on site and the area MUST have been scanned for services.			
2 - If services are known to exist from looking at drawings, following the CAT scan, or being informed of by the Statutory authorities, or others, then hand digging must be carried out to positively identify those services.			
3 - If any unexpected services are uncovered works must be stopped and reported to the Companies authorised manager.			
4 - The whole area to be excavated must be checked for existing services and physically marked on the ground.			
5 - Excavation may not start without an excavation permit being in place.			
6 - No excavation may take place until a Principal Contractor's authorised representative has signed this permit.			
Confirmation by Company Undertaking the Work.			
Signed..... Print.....Position.....Date.....			
Confirmation by Excavator Driver I have read this permit, I understand the location of the services explained to me, and the precautions to be taken during excavation work, and I will abide by this permit fully.			
Signed..... Print.....Date.....			
Confirmation by Principal Contractor The works detailed above may take place.			
SIGNED..... PRINT..... DATE.....			
Cancellation. This Permit is Hereby Cancelled. DATE			
Signed..... (Works Supervisor) Signed..... (TSG Agent)			

Permit to Dig



Do they have and understand RAMS and work scope?

Is all the equipment certified and fit for purpose?

Appendix 1 to HSI 005

WURTH

Risk Assessment

Task Description: Sales Representatives visits to Customer sites
Frequency: Daily

Ser No. **WH 009** Assessed by: **Judith Evans BEng(HONS) TechIOSH AIIRSM** Date: **02/06/2011**

Activity	Hazard	Those at Risk	Risk Rating			Existing Risk Controls	Additional Risk Controls	Residual Risk		
			P	S	RR			P	S	RR
Driving to and from customer sites	Road traffic accident leading to personal injury	Employees, Passengers, Other road users, Pedestrians	2	5	10	Comply with: - All relevant driving legislation - Wirth UK driving policy	Comply with: - HS 017 'Driving on Company Business'	1	5	5
Handling of material and equipment	Manual handling injury	Employees	2	3	6	All employees attend Manual handling training as part of the Wirth UK training course. Comply with HSE 011 Manual Handling Operations	Ensure all employees attend refresher training in manual handling at appropriate frequency	1	3	3
Demonstration of product samples to customers	Exposure to Chemicals	Employees, Customers	2	4	8	Reps informed of safe method of use during Wirth UK training course. MSDS for all chemicals on file in the internet	Reps should carry MSDS for chemicals carried in the sample bags	1	4	4
Use of hand tools and electrical equipment	Physical injury / electrocution	Employees, Customers	3	3	9	All electrical equipment are cordless or 110 volts. Tools to be maintained in good condition. All employees attend Wirth UK training course including use of tools and equipment		1	3	3
Exposure to excessive noise at customer sites	Noise induced Hearing loss	Employees	2	4	8	Stable ear plugs are available to all employees. If possible employees to move away from area until noisy activity has ceased	Very unlikely that employees are exposed but if noise has to be raised to talk to someone 2m away, noise level is generally excessive.	1	4	4



Excavator-Backhoe Annual Inspection Report

Date: 2-24-17 Unit or serial #: CAT 304CR

Hour Meter Reading: 3109 HRS

Company: STRAIN ELECTRIC

Check every box if applicable, write 'N/A' if not applicable

OK	Need Attn	General:	OK	Need Attn	Boom and stick:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fire extinguisher 10BC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Visual check
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Glass- No visual Distortion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Bent
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Backup alarm	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Wear
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Horn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cracks
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Access- Skid resistant	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pins tight
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mirrors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Bushings
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Wipers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Paint
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Lights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Bucket hook:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Defrost	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Closed hook
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brakes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Screw pin shackle
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Steering	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Less than 15% spread
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Engine	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Less than 10 degrees twist
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Shifting- Transmission	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Any cracks?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Maintenance Damage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Teeth, sidecutters
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Final drive planetary leaks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Tires and Wheels:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Swing Mechanism	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Wheel Lugs
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Gauges:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Tire Pressure
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Temperature	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Tire Wear/Damage
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Oil Pressure	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Bearings
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Amp meter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Undercarriage:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Hydraulic Oil Temp	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Track pads
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Other	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Rollers (wear & leaks)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Hydraulic:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Idlers
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pump	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sprockets
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cylinder	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Track Adjusters
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Hoses	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Documentation:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Leaks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Load charts in place
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Controls:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Manual in machine
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Operation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Hazard warning signs
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Adjustment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Swing radius danger signs
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Check for wear	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Head Signal Chart

Comments:

Inspector: Jack Hirsman

Title:

Signature: Judith Evans

Prepared by: Tom Sabin-Hunt, Safety Consultant, MIOSHA C.E.T. Division

Are service details documented on site?

Permit to Dig

Are service locations marked on site?



Is safe excavation access and egress provided?



Is edge protection in place?



Are confined space processes adopted?





GO HOME
SAFE

Thank you

Any questions?

