

EXCAVATION / PENETRATION PERMIT

Any person/contractor/company required to undertake excavation works greater than 300mm in depth or need to penetrate the ground more than 300mm with star pickets, posts, or any other ground penetrating equipment needs to complete this form and have Supervisor approval prior to any works commencing.

Permit Details

Project Name _____ **Applicant Name** _____

Date _____ **Permit Expiry Date & Time** _____

Work Request/Project # _____ **University Supervisor** _____

Job Scope _____

Risk Assessment

- | | |
|--|--------|
| 1. Will works comply with the SWA Excavation Work COP? | YES/NO |
| 2. Has a JSA/SWP/Take5 been completed? | YES/NO |
| 3. Has dial Before You Dig process been followed? | YES/NO |
| 4. Have all newly installed and existing services been identified? | YES/NO |
| 5. Will vegetation be removed (approval required)? | YES/NO |
| 6. Have all identified services been physically located by mechanical or electronic means? | YES/NO |

Services Present in works vicinity

Drainage/Communications/Gas/Water/Sewerage/Underground Power (Please circle those present).

Utility Provider Representation

7. Is a respective utility provider representative required on site? YES/NO

Depth of Present Services (Supervisor to note approximate depths).

Permit Authorisation

Person undertaking works

I declare that I have reviewed relevant drawings and site plans and understand the need to comply with Risk Assessment requirements above

Name _____

Signature _____

Date _____

Authorising Supervisor

I declare that I have reviewed the scope of work with the person undertaking works and reviewed relevant drawings and site plans, safe work procedures and the like.

Name _____

Signature _____

Date _____

Permit Closure

Time work completed _____

Date _____

Name _____

Signature _____

Notes:

- All existing stakes, pegs, star posts or any other protruding obstacles that require removing for further works must be pulled out NOT driven into the ground.
- Contractors or sub-contractors lodging this permit for approval to proceed are responsible for the location of services and any repairs to all services that may be damaged during these works. All services that are located (uncovered) are to be marked on the site drawings as details need to form part of any As Constructed Information.

Distribution:

Original – Supervisor.

Copies- Applicant (Person completing Works), Project File.