

WORKING AT HEIGHT PERMIT



This permit is for Contractors engaged by the AIT Estates Office to carry out works which involves Working at Heights. Work at Height is work in any place, including a place at, above or below ground level, where a person could be injured if they fell from that place. Access and egress to a place of work can also be work at height. Select examples of Working at Height: working on ladders, trestles, flat roofs, erecting false work or formwork, working at ground level adjacent to an excavation, working on formwork within an excavation, working near or adjacent to fragile materials, working on scaffolding or Mobile Elevated Working Platforms (MEWPs) etc.

GENERAL INFORMATION

Project/Work(s)	
Permit Request Date:	
Contractor (company) Name:	
Contractors Person Responsible:	
Contact Phone No:	
Email Address:	
Description of Work at Height to be undertaken and MEWPs, equipment, machinery to be used:	
Work at Height commencement time & date:	
Work at Height completion time & date:	

PRECAUTION CHECKLIST

Question	Yes	No
• Has a Risk Assessment been carried out specifically identifying the risks associated with working at height?	<input type="checkbox"/>	<input type="checkbox"/>
• Have the Risk Assessment Control Measures/Actions been implemented?	<input type="checkbox"/>	<input type="checkbox"/>
• Have the Contractors personnel been provided with suitable training or instruction by the Contractor for Working at Height?	<input type="checkbox"/>	<input type="checkbox"/>
• Have the relevant Contractors personnel received training and qualifications to operate MEWPs?	<input type="checkbox"/>	<input type="checkbox"/>
• Has all plant and equipment to be used been maintained, serviced and checked to ensure it is safe to use?	<input type="checkbox"/>	<input type="checkbox"/>
• Will the Contractor assess if weather conditions are suitable and safe before commencing Work at Heights (if applicable)?	<input type="checkbox"/>	<input type="checkbox"/>
• Have the Contractors personnel who are going to Work at Height have suitable PPE?	<input type="checkbox"/>	<input type="checkbox"/>
• Have the Contractors personnel been provided with suitable equipment for Working at Heights?	<input type="checkbox"/>	<input type="checkbox"/>
• Has the Contractor taken all practicable precautions to prevent his personnel from falling from heights?	<input type="checkbox"/>	<input type="checkbox"/>
• Has the Contractor taken all practicable precautions to prevent objects falling from heights?	<input type="checkbox"/>	<input type="checkbox"/>
• Has the Contractor taken all practicable precautions or to eliminate or reduce the risk of Working at Heights?	<input type="checkbox"/>	<input type="checkbox"/>

If the checklist above contains any No, please provide further details and description below:

DECLARATION & SIGNATURE

I confirm that adequate safe systems of work will be maintained and that all of the required precautions for Working at Heights will be undertaken, and the information provided in this form is true and accurate.

Name (in BLOCK CAPITALS):	
Signature:	
Contractor Name:	
Date:	

AUTHORISATION on behalf of AIT

Name (in BLOCK CAPITALS):	
Signature:	
Date:	

PERMIT RETURN DATE & SIGNATURE

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