

## CRITICAL CONTROL VERIFICATION

### SERIOUS INJURY AND FATALITIES - SIF HAZARD – PERMIT TO WORK

Date	Auditor (Name)	Site
Time	Task	Location
WCA Number	Current OIC (Name)	Isolations

ISOLATION QUALITY	YES	NO	N/A
Verify a sample of the isolation points – are the isolation points: <ul style="list-style-type: none"> <li>in the <b>correct position</b> (e.g. locked open or closed) and unable to be moved from its position;</li> <li>Fitted with a <b>red isolation lock</b> that <b>cannot be unlocked</b>; and</li> <li><b>Isolation tag</b> fitted with <b>correct functional location</b> and operation description (refer to WCD).</li> </ul>			
Are isolation Valves in <b>good order, not passing</b> and a <b>suitable isolation method</b> used to the risk of the substance isolated (e.g. single block, double block, double block and bleed)?			

PERMIT TO WORK PROCESS	YES	NO	N/A
Does the WCA contain an accurate scope of work?			
Does the WCA refer to the <b>relevant 'hazards'</b> for the work being undertaken?			
Is an OIC / PICW <b>nominated</b> and <b>contactable</b> (contact them)?			
Are all <b>WCDs referenced</b> on the WCA attached to the PTW and evidence of a <b>second check completed</b> (e.g. physical check by OIC or nominated person)?			
Is the PTW Board accessible at the location of the work?			
Have the work party <b>signed onto the PTW</b> and <b>Locked on</b> ?			
Is a <b>green</b> PTWO key/s located in the bucket of the PTW board?			
Is a <b>yellow OIC lock</b> attached to the PTW board without the key in the lock?			
Does the JSEA / SWI accurately describe the task, hazards and controls?			
Is the <b>risk assessment</b> for the task attached to the PTW board and are the work party <b>aware</b> of the hazards and controls related to the work?			
Does the number of Work-party members on the Sign-On Sheet match the number working on the task?			
Where multiple OIC's have been utilised, has this been captured accurately on the appropriate paper-work?			
<b>Indicate below which High Risk Activities are attached to the PTW:</b>			
Confined Space	Hot Work	Work at Heights	
Unprotected Edges	Digging / Excavation / Building Penetrations	Live Electrical Work	

EXCLUSION ZONES	YES	NO	N/A
Is the Work party aware of the <b>boundary of isolation</b> for their <b>scope of work</b> (e.g. where the job starts and finishes)?			
Are <b>exclusion zones</b> adequate and appropriately <b>barricaded</b> and signed using Danger tape and Do Not Enter Signage with OIC name nominated?			

COMMENTS <i>(Ensure details of immediate corrective actions and/or notifications raised are noted here)</i>