

PERMIT TO WORK (PTW)

PERMIT NO.

This form is to be completed by all contractors planning on carrying out works at the Gladstone Airport site. Work will not commence without proper authorisation by a GAC representative. Refer HSE-PRO-002-Contractor Management.

SECTION 1 - Contractor to complete (email to airport.maintenance@gladstoneairport.com.au 48 hours prior to work commencing)

If work has been requested by GAC, provide the relevant purchase order number:

Work requested by:

(name)

(company)

Name of Contracting Company:

Contractor Contact:

(name)

(phone)

Describe the work to be carried out:

Location of works:

Commencement date:

Expected duration of works:

Isolation will be required for: Fire System Gas Water Electricity

The work will involve: Cutting / Drilling Noise Excavation Working at Heights

Hot Work Other

Will the work require contractors to enter the restricted areas (e.g. airside): Yes No

What Pre-Task Risk Assessments will be conducted: Take 5 JSEA Other
(please provide)

SECTION 2 - GAC to complete

Requirements	Yes / No	Permit No. (if relevant)
Fire System Isolation	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Isolation Permit	<input type="checkbox"/> Yes <input type="checkbox"/> No	
JSEA	<input type="checkbox"/> Yes <input type="checkbox"/> No	
GAC supervision	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Current ASIC: Yes No Current Induction: Yes No [Register](#) updated: Yes No

Work Authorised by:

(name)

(position)

(date)

SECTION 3 - GAC to complete (once works completed)

Works have been completed and are satisfactory: Yes No

Comments:

All services have been restored: Yes No

Comments:

Authorised by:

(name)

(position)

(date)