

Work at Height Permit

Risk, Health and Safety

This Permit relates to OHS Procedure – [Work at Height](#) and must have a JSA attached

PERMIT REQUEST

Permit requested by (Supervisor)

Company / Department

Campus

Persons assigned to work at height

University contact (must be a FedUni employee)

Exact location of activity

Description of work to be undertaken

Weather conditions are suitable

Yes

No

I confirm that the work methods, equipment and control measures shown in the **attached JSA** comply with all applicable Regulations, Codes of Practice and Australian Standards and that the equipment has been inspected and is suitable for use. (see p2 – JSA Guidance)

Signature (Supervisor)

Date

Warning – Uncontrolled when printed! The current version of this document is kept on the University website.

Authorised by: University Health and Safety Policy Committee

Document Owner: Manager – Risk, Health and Safety

Current Version: 01/02/2017

Review Date: 31/12/2022

PERMIT AUTHORIZATION

Permit valid from

Date: / /

Time: am/pm

until

Date: / /

Time: am/pm

I have reviewed this permit application and JSA and authorize the proposed work at height.

Authorized Work at Height Supervisor

Name

Signature

Date: / /

COMPLETION OF WORK

The work has been completed as required and the area has been made safe.

Authorized Work at Height Supervisor

Name

Signature

Date: / /

Time: am/pm

JSA Guidance

All Work at Height Permits must have a Job Safety Analysis (JSA) attached. Use this checklist to assist in preparing the JSA.

	The JSA is current and valid for this site.
	The safest practical method will be used. Consider (in this order): <ol style="list-style-type: none">1. Working from the ground or solid construction2. Using passive fall prevention3. Using a work positioning system4. Installing a fall arrest system5. Using a ladder and administrative controls
	The job steps have been listed. They comply with all applicable Regulations, Codes of Practice and Australian Standards.
	All foreseeable hazards have been identified.
	Any precautions or preparations needed <i>before</i> starting the work at height have been listed.
	Any equipment needed to perform the work safely has been listed.
	Emergency procedures are in place.
Final Checks	
	All persons assigned to work at height are listed and have reviewed the JSA before commencing the work.
	All persons assigned to work at height are experienced and competent in the use of equipment to be used.
	Any other permits required (e.g. Roof Access) have been obtained.

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