



TANKER BERTH SAFE WORK PERMIT

Permit No:

COLD WORK		HOT WORK		WORKING AT HEIGHT		CONFINED SPACE ENTRY		VEHICLE ENTRY		CONSTRUCTION WORK
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(Tick Applicable Box)

1. General Details			
Berth User Company		Berth User Company Contact	
Job Carried Out by (Tick Applicable)	Berth User	Contractor	
Contractor Company Name		Contractor Company Contact	
Port		Berth Number	
Exact Location of Work			
Description of the Job			
No of personnel carrying out the job		Responsible person in Attendance	

2. Permit validity				
Validity (Max 12 Hrs.)	From		To	
	Date		Date	
	Hours		Hours	

3. Safety Control Measures					
Area of Control	Item	YES	NO	NA	
General	Safety / Tool Box Talk conducted and Risk Assessment prepared and records available at work site				
	Emergency Procedure defined, documented and understood by all workers				
	Adequate PPE as required are made available and appropriate Signboards At work site posted				
	Housekeeping at berth and on board satisfactory				
Hot Work	Work Area/Equipment inspected and made safe.				
	Surrounding area checked, cleaned up, Oil, Rags, combustible material removed and work site made safe.				
	Adjacent Drains/ Vents, Manholes covered and made Safe. All Deck openings barricaded				
	Charged Fire Hose and sufficient number of appropriate Portable Fire Extinguishers are provided.				
	Shield Against sparks provided and ignition hazards contained. Non-Combustible Fire Blanket provided				
	Pipeline free of combustible, water flushed, purged, made gas free, disconnected/isolated and made safe				
	Supply of sufficient Forced Ventilation, Provision of Adequate Lighting and Welding Fumes Exhaust				
	Determining the suitable location for welding or other hot work equipment				
Removal or wetting down of scaffolds, decks and platforms.					
	Fire Watch Name:	Signature:			
Cold Work	Lines, valves and any other equipment completely depressurized and drained				
	Pipeline isolated and blinded				
	All necessary bleeders and vents opened				
	No incompatible work processes being carried out in the same vicinity at the same time				
	Equipment/ Pipeline is free Of Liquids, Water Flushed, Purged, made gas free and Isolated and in case of tank testing, tank is washed, cleaned, free from sediments, gas free, isolated and made safe				
Confined Space Entry	Work area has been Gas freed and made human worthy. Gas detector made available by repair company at work site for frequent monitoring of atmosphere, surveyor to verify records on revalidation.				
	All openings are barricaded, passages in tank are safe and free of obstructions				
	Confined space adequately isolated and Suitable Continuous forced Ventilation with Illumination provided				
	Tags provided for Head Count and Notices.				
	Suitable Communication System Provided and Tested				
	Means of Evacuation/ Rescue equipment. and First Aid Box available at site				
	Man, In Attendance Name:	Signature:			
Working At Height	Full Body Harness Worn By Workers				
	Scaffolding/Staging is level, plumb, and is solid and secured. Proper access and handrails provided				
	Scaffold/Staging components are spark proof and in safe condition for use without damage or deterioration				
	Scaffolding erected by competent persons, supervised by competent supervisor and tags verified.				
	Mobile scaffolding wheel casters of proper size with effective locking devices and in working condition.				



Vehicle Entry	Spark arrestor on the exhaust system.			
	A mechanical starting system, pneumatic or hydraulic or mains powered electric flameproof starter.			
	Certified flame proof/ explosion proof and intrinsically safe electrical equipment.			
	Valid Registration/Driving License/Operator Competent Certificate must be presented at Work Site			
	EHS Permit and Test Certificates of lifting equipment and loose gear made available			
Construction Work	Display adequate warning notices in languages understood by the workers.			
	Identify the presence of underground installations & take necessary safety precautions.			
	NOC obtained from service authorities & Roads Department.			
	Risk Assessment is done for excavations exceeding 1.2mtrs. & necessary safety precautions taken.			
	Cable avoidance tool (CAT) employed prior to excavating.			
	Adequately barricaded the area to be excavated.			
	No material stacked near the edge of any excavation, shaft, pit or opening in the ground.			
	No load or plant or equipment placed near excavation to prevent collapse.			
Sufficient lighting provided for safe operations.				

Special Conditions/Precautions/ Attachment	
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4. Authorization Signatures			
I Certify that I have inspected the location of work and it is safe to start the hot work/ cold work /confined space entry.		I have inspected the job site, Accepted all required precautions and continuous job site supervision needed for safe work.	
Name		Name	
Signature		Signature	
Position		Position	
Date:	Time	Date:	Time
EHS ID No		EHS ID No	

5. Gas Free Permit																
I have Verified the gas measurement and it is within the required limits and safe to commence the job. CO, H2S readings given in ppm / O2 reading given in % Vol / Combustible Gas reading given in % LEL. Work shall be started within One Hour of satisfactory gas test. Gas Tests Shall be done on periodic intervals not exceeding 3 Hours																
Name of Gas Inspector																
EHS ID No																
Tank/ Space/ Pipe Name	Test 01 (0 – 3 Hrs.)				Test 02 (3 – 6 Hrs.)				Test 03 (6 – 9 Hrs.)				Test 04 (9 – 12 Hrs.)			
	O2	CO	LEL	H2S	O2	CO	LEL	H2S	O2	CO	LEL	H2S	O2	CO	LEL	H2S

6. Permit Extension and Handover						
Permit Extended up to	Issuing Authority		Performing Authority		Gas Inspector	
	Name		Name		Name	
	Signature		Signature		Signature	
	Position		Position		Position	
	Date:		Date:		Date:	
	EHS ID No		EHS ID No		EHS ID No	
Additional Precautions						

7. Permit Closure Signatures					
Performing Authority			Issuing Authority		
Job is stopped/ completed and men, material & machinery are withdrawn, job site is cleaned and permit may be cancelled.			The Job is completed, location of work inspected and considered safe. Work permit is hereby cancelled.		
Name:		Signature		Name:	
Date:		Time:		Date:	
EHS ID No.				EHS ID No.	

Remarks by Competent Authority

RULES FOR ISSUANCE OF SAFE WORK PERMIT

1. "Issuing Authority"- Supervisor or above level, persons authorized by the Business Units/ Berth User Company to issue work permit.
2. "Performing Authority"- Supervisor or above level, persons authorized by the Business Units/ Berth User Company/Contractor for receiving the work permit and safe execution of the job.
3. "Competent Authority"- Trakhees- Environment Health & Safety Department Officer.
4. "Gas Inspector"- Certified Gas Testers of the Business Units/ Berth User Company. Trakhees- Environment Health & Safety Department approved Surveyor.
5. "Human Worthiness"- Quality of Air, Temperature, Humidity and Wind Speed suitable for human comfort which do not exceed the threshold limits and is free from Flammable, Explosive and Toxic gases.
6. Permit shall be issued shift wise (not exceeding 12 hours) linked with duty of Issuing and Performing Authority.
7. The Gas Free readings shall be checked and revalidated by EHS Approved Gas Tester, every 3 hours from the date and time of issuance.
8. Taker berth Safe Work Permit shall be renewed using renewal sheet, on daily basis every 12 hours to a maximum period of 7 days from the date of issuance. (Refer: TRK-EHS-PM-CF04d Tanker Berth Safe Work Permit Renewal Sheet)
9. Permit shall be cross linked with all other permits so that:
 - i) After closing of all permits the entry permit shall be closed at the end.
 - ii) Hazard from one job should not affect another surrounding job and pose threat to any other jobs.
10. Permit is required for all non-routine jobs.
11. All relevant items shall be checked and ticked. Ticks mark the relevant matter as appropriate.
12. Permit shall be made available on site.
13. No signatory will sign for both Issuing Authority & Performing Authority.
14. Issuing Authority, Performing Authority and Gas Inspector shall be approved by the Competent Authority.
15. **Responsibilities:**
 - i) It is responsibility of the work permit Issuing Authority to ensure equipment/machinery/pipes/tools/areas are safe, and to maintain safe conditions throughout the job and to conduct random site supervision.
 - ii) It is responsibility of Performing Authority to ensure safe work practices are followed and follow all permit conditions throughout the job and continuous site supervision.
 - iii) Gas Inspector is responsible for safe & healthy conditions during monitoring and routine measuring of the gases.
16. For New Projects, Modifications, Demolition, Major Maintenance Jobs, Clients shall obtain Marine NOC from Trakhees- Environment Health & Safety Department Ports & Maritime Section.
17. Risk Assessment for the critical job shall be done and shall be present at site prior to the starting of the job.
18. Performing Authority shall conduct "Tool Box Talk" just before starting the job which shall include safe work practices, all hazards & its preventive actions and emergency procedures etc.
19. No permits to be issued while vessel is alongside, unless Trakhees Environment Health & Safety Department Ports & Maritime Section's approval is obtained.
20. All jobs must be stopped and permit shall be cancelled, in case Vessel arrives at berth.
21. No jobs are allowed after daylight hours, unless Trakhees Environment Health & Safety Department Ports & Maritime Section's approval is obtained.
22. Smoking is prohibited at all times.
23. Any change in condition invalidates the permit, and work should be stopped immediately. A new permit must be issued for any change in condition.
24. Any Emergency makes this permit invalid and new permit shall be obtained for the job. Emergency procedures supersede the work permit system.
25. Suspension of work is authorized to all authorities mentioned in item 1, 2, 3, 4 and Fire personnel, berth users under immediate intimation to the Competent Authority.
26. For more detail and clarification please contact EHS - Ports & Maritime Section
27. Tanker Berth User Company shall upload the completed Safe Work Permit online
Online Web Services: <https://online.pfc.ae/oaservices>
Online Mobile Services: <https://online.pfc.ae/mservices>
28. In case of any emergency, immediately contact (as applicable) **Command Control Centre (CCC) Jebel Ali: 04-8874000**
Please Note that original permit after cancellation shall be filed with security as record for two months.

All rights reserved. No part of this form (TRK-EHS-PM-CF04b: Tanker Berth Safe Work Permit) may, for sales or issuing purpose, be produced, stored in a retrieval system or transmitted in any form or by any means, electronic, electrostatic, magnetic tape, mechanical, photocopying or otherwise, without prior permission in writing from EHS' - Ports & Maritime section.