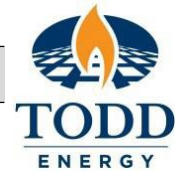


# PTW Safety Checklist No. 33



## CONSTRUCTION / MAINTENANCE WORK WITHIN ADMIN AREAS, INCLUDING WORK IN ROOF SPACES

<b>Other Checklists that may be relevant:</b>		<a href="#">18</a> , <a href="#">68</a> , <a href="#">69</a>
<b>Permit Number:</b>		<b>Date:</b>
Rev 2.1	<b>Issue Date:</b> 14/11/2022	<b>Authorised By:</b> PSM

### PRIOR TO COMMENCING TASK:

- |  | Y                        | N                        | N/A                      |
|--|--------------------------|--------------------------|--------------------------|
| 1 All electrical equipment has been checked and found to be in good condition with a current test tag.   | <input type="checkbox"/> |                          | <input type="checkbox"/> |
| 2 An ELCB / RCD is to be used with all 230V portable tools and tested prior to being used.   | <input type="checkbox"/> |                          | <input type="checkbox"/> |
| 3 Signs and barriers are in place to warn personnel of operations in area(s) as per <a href="#">Temporary Barriers and Barricades Standard Operating Procedure.pdf</a> | <input type="checkbox"/> |                          | <input type="checkbox"/> |
| 4 Ensure all cords / hoses are routed to prevent entanglement and or tripping hazards.   | <input type="checkbox"/> |                          | <input type="checkbox"/> |
| 5 Electrical cabling and other utilities have been located prior to cutting or drilling into walls.  | <input type="checkbox"/> |                          | <input type="checkbox"/> |
| 6 Is the location one that may contain Asbestos?   | <input type="checkbox"/> | <input type="checkbox"/> |                          |
| Refer to the <a href="#">Health Hazard Registers</a>   |                          |                          |                          |
| If the answer is Yes for Asbestos, refer to PTW <a href="#">Checklist 68 Working with Asbestos</a>   |                          |                          |                          |
| 7 Minimum of a P2 Dust masks are to be worn when working around insulation fibres or drilling and cutting concrete.  | <input type="checkbox"/> |                          | <input type="checkbox"/> |
| 8 Ensure roof space is monitored for high temperatures, exceeding 35C. If temperatures exceed 35C then staff must be monitored and given regular breaks to rehydrate.  | <input type="checkbox"/> |                          | <input type="checkbox"/> |
| 9 A secured access way is in place to the work area to prevent falls through the ceiling.  | <input type="checkbox"/> |                          |                          |
| 10 A documented rescue plan is attached to recover a person from the ceiling space.  | <input type="checkbox"/> |                          |                          |