

Excavation Permit

GeelongPort

Details

Excavation Permit Number:			
Site / Area:			
GeelongPort Contractor Works Supervisor:		Contact Details:	
Applicant / Contractor Supervisor:		Contact Details:	
Company:			
Excavation Details:			
Estimated Duration:			

Prior to commencement of excavation works that may impact on underground services, a risk assessment shall be completed by the job coordinator.

Each condition to be initialled by authorised personnel. Note NA if not applicable.

Mandatory	Completed and initialled by Authorised Personnel
"Notice of intention to commence operations" application to Work Cover completed for excavation in excess of 2.0 metres (3 days before starting of operations)	
Underground electrical systems have been located	
Underground gas systems have been located	
Underground water systems have been located	
Underground sewer systems have been located	
Barriers, signs and lights are present and displayed	
Have you consulted with the Environmental Team about the plan for the excavated spoil?	
Safe egress systems from trenches have been established. (Refer to working in trenched procedure)	
Atmospheric testing systems in place, (Refer to confined space procedure)	
Communication sent out to all persons affected and works agreed to proceed.	
Specific job requirement, spotter etc	
Non-Mandatory	
Internal applicant 48hrs notice where possible	
Sketch to be supplied with intended excavations with dimensions	
Obtain site plans, review and have copies onsite	

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Obtain "Dial before you Dig" information

Isolation of systems (tick appropriate, NA for not applicable)

	Electrical		Sewer		Pneumatic
	Mechanical		Water		Gas
	Hydraulic		Tanks		Other (specify):

Provide description of services isolated and initial by person undertaking the isolation:

What/who will be affected by isolation:

Environmental Requirements

Will excavated soil be transported from a GeelongPort facility on a public road	YES <input type="checkbox"/> NO <input type="checkbox"/>
If YES, has a soil sampling classification been completed in accordance with EPA (Vic) Industrial Waste Resource Guidelines (IWRG)?	YES <input type="checkbox"/> NO <input type="checkbox"/>

NOTE: If a soil sampling classification is required and has not been undertaken, then the Excavation Permit cannot be approved.

Authorisation must be approved by the General Manager – Infrastructure Delivery, Engineering Manager, or approved representative.

I authorise the work described and it is safe to proceed providing the following precautions are observed.
Excavation only performed in areas marked on supplied site services drawings.

List precautions / controls:

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Name General Manager – Infrastructure Delivery, Engineering Manager, or approved representative:	
Signature:	
Date of Issue:	
Permit Validity:	

The person authorised to undertake the work is:	
Company of Authorised Person:	
Signature of Contract Coordinator:	
Date Signed:	

I have read this form and have had the hazards and precautions explained to me. I undertake to comply with the provisions of this form and to explain those provisions to people working with me, or who shall replace me at this site.			
Permit Holder:		Signature:	
New Permit Holder:		Signature:	
Date Signed:			