This Permit relates to OHS Procedure – *Work at Height* and must have a JSA attached

### PERMIT REQUEST

<table>
<thead>
<tr>
<th>Permit requested by (Supervisor)</th>
<th></th>
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<tbody>
<tr>
<td>Company / Department</td>
<td></td>
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<tr>
<td>Campus</td>
<td></td>
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<tr>
<td>Persons assigned to work at height</td>
<td></td>
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<tr>
<td>University contact (must be a FedUni employee)</td>
<td></td>
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<tr>
<td>Exact location of activity</td>
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<tr>
<td>Description of work to be undertaken</td>
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<tr>
<td>Weather conditions are suitable</td>
<td>Yes ☐ No ☐</td>
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</tbody>
</table>

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                  |  |
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):
1. Working from the ground or solid construction
2. Using passive fall prevention
3. Using a work positioning system
4. Installing a fall arrest system
5. 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 before 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.