

Excavation, Drilling & Penetration Permit

Lendlease's Services business



PART A: PERMIT DETAILS						Completed by Permit Requester		
Project Name:			Permit No.					
Requester Name:			LLS Supervisor:					
Organisation:			LL Supervisor Contact No:					
Organisation Supervisor:			SWMS Name:					
Supervisor Contact No:			DBYD No:		DBYD Expiry:			
Location:			Other Asset Owners References:					
Permit Valid from:		Start Time:		Permit Valid to (maximum 7 days)		Finish Time:		
Start Date:		Start Time:		Finish Date:		Finish Time:		
Method of Excavation / Penetration								
<input type="checkbox"/> Excavator	<input type="checkbox"/> Saw	<input type="checkbox"/> Drill Rig	<input type="checkbox"/> Hand Tools	<input type="checkbox"/> Grundomat	<input type="checkbox"/> NDD / Vacuum	<input type="checkbox"/> Penetration		
Scope of works to be undertaken and tools/equipment to be used:								
PART B: WORK CONTROLS (Tick ✓)						Completed by Permit Requester		
Step 1: Visual Inspection and Consultation (Tick ✓)								
Visual Inspection prior to any excavation/digging work is required. Check 100m along roadway / footpath for indicators of services.								
<input type="checkbox"/>	Consultation with private property owner	<input type="checkbox"/>	Service pits for gas, water, electricity, communications, sewage and drainage	<input type="checkbox"/>	Damaged footpaths, driveways, depression which may indicate trench	<input type="checkbox"/>	Control cabinets or above ground connection cabinets	
<input type="checkbox"/>	Indicators or markings for services	<input type="checkbox"/>	Overhead Cables near Worksite	<input type="checkbox"/>	Cables running up a pole	<input type="checkbox"/>	Drainage or Manholes Covers	
<input type="checkbox"/>	Down Pipes or Vent Poles	<input type="checkbox"/>	Light Poles	<input type="checkbox"/>	Fire hydrant and plugs	<input type="checkbox"/>	Water Valves	
<input type="checkbox"/>	Road Repairs	<input type="checkbox"/>	Sprinkler Systems	<input type="checkbox"/>	Other (Specify)			
Step 2: Pre – Excavation Verification and Hazard Controls (Tick ✓)								
		Yes				Yes		
	Design drawings, Dial Before You Dig (DBYD) records, and public utilities display plans available and attached to permit?	<input type="checkbox"/>		Has the Safe Work Method Statement (SWMS) been completed for the work, is it available on site and are all personnel inducted and signed on?		<input type="checkbox"/>		
	Electronic detection equipment inspected, in good working condition and suitable for task? Make / Model: Calibration Expiry Date:	<input type="checkbox"/>		Permit Requestor and Permit Authoriser have completed Lendlease Excavation, Drilling & Penetration Permit training and have been deemed competent to issue and/or supervise excavation, drilling or penetration works?		<input type="checkbox"/>		
	Worksite is established with appropriate physical barriers and warning signage?	<input type="checkbox"/>		Asset owner service protection requirements have been met?		<input type="checkbox"/>		
	Pre-start meeting held prior to works discussing this permit, services in area, risk level of job and risk control measures?	<input type="checkbox"/>		Emergency Response Plan in place and understood by all workers on site?		<input type="checkbox"/>		
Step 3: Known Services and Requirements (Tick ✓) [Note: Always base sign off and controls on the highest R1-4 Category]								
Moderate Risk Services		<input type="checkbox"/>	High Risk Services		<input type="checkbox"/>	Extreme Risk Services		<input type="checkbox"/>
<ul style="list-style-type: none"> Copper Telco Cable Gravity/Low Pressure Water/Sewer Storm water / Medium Pressure Water 			<ul style="list-style-type: none"> Electrical Underground – Low Voltage Medium/Low Pressure Gas Optic Fibre Cable 			<ul style="list-style-type: none"> Electrical Underground – High Voltage High Pressure Gas Service Oil/Petroleum Pipeline 		
Are services within 500mm of the excavation/drill shot/penetration? [If Yes, complete Part R2]		<input type="checkbox"/>	Are services within 500mm of the excavation/drill shot/penetration? [If Yes, complete Part R3]		<input type="checkbox"/>	Are services within 500mm of the excavation/drill shot/penetration? [If Yes, complete Part R4]		<input type="checkbox"/>
Are services outside 500mm of the excavation/drill shot/penetration? [If Yes, complete Part R1]		<input type="checkbox"/>	Are services outside 500mm but within 1000mm of the excavation/drill shot/penetration? [If Yes, complete Part R2]		<input type="checkbox"/>	Are services outside 500mm but within 1000mm of the excavation/drill shot/penetration? [If Yes, complete Part R3]		<input type="checkbox"/>
			Are services outside 1000mm? [If Yes, complete Part R1]		<input type="checkbox"/>	Are services outside 1000mm but within 3000mm the excavation/drill shot/penetration? [If Yes, complete Part R3]		<input type="checkbox"/>
[For worksites with no known services within 3000mm of proposed excavation/drill shot, proceed to Part C and sign off as R1 – step 3 can be skipped]								

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Step 3: Known Services and Requirements (Tick ✓) [Note: Always base sign off and controls on the highest R1-4 Category]			
Prior to potholing, verification must take place to ensure services have been identified by experienced service locators as per DBYD and marked out using paint, markers and Part I of this permit completed. DBYD information is to be available at the worksite at all times. 3 rd party service location reports are to be less than 30 days old - only once above has been completed should potholing or non-destructive digging			<input type="checkbox"/>
R1			
Services have been identified by service locators as per DBYD and marked out using paint, markers, etc.	<input type="checkbox"/>	Consideration given to potholing to confirm depth and direction of known services.	<input type="checkbox"/>
R2			
Services have been identified by service locators as per DBYD and marked out using paint, markers, etc.	<input type="checkbox"/>	Proposed route/dig/drill or penetration area sweep has been completed using approved service location instrument.	<input type="checkbox"/>
Potholing has been done every 10m for parallel or each side of intersecting services to confirm depth and direction of any known buried electrical and gas assets.	<input type="checkbox"/>		
R3			
Services have been identified by service locators as per DBYD and marked out using paint, markers, etc.	<input type="checkbox"/>	Proposed route/dig/drill or penetration area sweep has been completed using approved service location instrument.	<input type="checkbox"/>
Potholing done every 10m for parallel or each side of intersecting services to confirm depth and direction of known services	<input type="checkbox"/>	Lendlease Supervisor will approve the permit.	<input type="checkbox"/>
R4			
Services have been identified by service locators as per DBYD and marked using paint, markers etc.	<input type="checkbox"/>	Proposed route/dig/drill or penetration area sweep has been completed using approved service location instrument.	<input type="checkbox"/>
Potholing done every 10m for parallel or each side of intersecting services to confirm depth and direction of known services	<input type="checkbox"/>	Lendlease Supervisor will approve the permit and is to supervise the work for the duration of the permit.	<input type="checkbox"/>
Asset owner has approved the location and potholing process.	<input type="checkbox"/>		
NOTE: Potholing or NDD must positively identify services (where required above) before mechanical excavation/drilling commences. Potholes should be deeper than proposed excavation where practicable, e.g. 500mm pothole for 450mm installation. Minimum 300mm separation between mechanical excavation/drill head and identified services to be kept at all times.			
PART C: PERMIT APPROVAL [HOLD POINT]		Completed by the Permit Authoriser	
Approval Requirements (Tick ✓ Applicable Sign-off Level R1-4)			
R1	R2	R3	R4
<ul style="list-style-type: none"> Site Supervisor (most senior person supervising the work) must approve permit Permit Acceptance completed by "second in charge" for the work (i.e. Leading Hand) 	<ul style="list-style-type: none"> Site Supervisor (most senior person supervising the work) must approve permit Permit Acceptance completed by "second in charge" for the work (i.e. Leading Hand) 	<ul style="list-style-type: none"> Lendlease Supervisor must approve the permit. Permit Acceptance completed by Site Supervisor (most senior person supervising the work) 	<ul style="list-style-type: none"> Lendlease Supervisor must approve the permit and must supervise works for the duration of the permit. Permit Acceptance completed by Site Supervisor (most senior person supervising the work)
Note: Only workers approved in writing by Lendlease are authorised to approve this permit.			
Approval is given to proceed with the proposed work. I confirm I have reviewed all DBYD and/or equivalent information and except for R1, that all Services have been positively identified and work control measures made to ensure the safety of those working under this permit are in place. The work area has been checked and it is safe for work to proceed under the conditions in this permit.			
Permit Authoriser:	Signature:	Date:	Time:
Role:			
*Project Manager approval required when potholing is not permitted or not able to be performed prior to mechanical excavation or drilling.			
Permit Approval: Project Manager*	Signature:	Date:	Time:
PART D: PERMIT ACCEPTANCE		Completed by the Permit Requestor	
I understand and accept the conditions and precautions detailed above. I am satisfied that all precautions and risk control measures are in place and are effective in reducing the risk to an acceptable level in accordance with this permit. All services have been positively identified (where applicable) and I will hold this permit on site for the duration of the work until permit closure.			
Permit Requestor:	Signature:	Date:	Time:
PART E: PERMIT CANCELLATION		Completed by the Permit Authoriser	
I confirm that all work for which this Permit was approved has ceased and verify this Permit has been cancelled. All personal safety control precautions have been removed including all safety devices and isolations and the workplace has been inspected and left in a clean and safe condition.			
Cancelled by:	Signature:	Date:	Time:
PART F: PERMIT CLOSURE		Completed by the Permit Requestor	
I confirm that all work for which this Permit was approved has been completed, all safety devices and isolations have been removed/restored and the workplace has been inspected and left in a clean and safe condition.			
Closed by:	Signature:	Date:	Time: