

Before commencing any hot works, including cutting, grinding and welding, all contractors, tenants and NTA staff must complete this Permit and have it approved. The purpose of this Permit is to ensure that all safety aspects of hot works have been considered and actioned including reducing the danger to people and damage to infrastructure and services.

Part 1 – Application Details

Applicant Name <i>Person in Charge of Works</i>	<input type="text"/>	Phone	<input type="text"/>
Business Name	<input type="text"/>		

Have you read the **Working on Airport Requirements?**
Note: this document is located on the Darwin International Airport website and Alice Springs Airport website. Yes No

Are you or your business registered with NTA?
Note: registration is necessary before any work on NTA Leased Area is permitted. Yes No

Part 2 – Description of Works

Address of Works	<input type="text"/>		
Start Date of Works	<input type="text"/>	End Date	<input type="text"/>
Hours of Work	<i>From</i> <input type="text"/>	<i>To</i>	<input type="text"/>

Describe the planned works:

Part 3 – Documentation

- Safe Work Method Statement (SWMS) Provided Not Provided
 - Permit to Commence Work (PERCOW) Provided Not Provided
 - Existing Services Plan Provided Not Provided
 - LV Electrical Access/Isolation Permit Provided Not Provided
 - Other Permits (e.g. Confined Space) Provided Not Provided
 - Fire Services Impairment Notification Provided Not Provided
- Note: 48 hours' notice required*

Comments

Part 4 – Before Hot Works Checklist

- Any combustible materials within 5m? No Yes *If Yes, move them*
- Any flammable materials within 15m? No Yes *If Yes, move them*
- Adequate ventilation? No Yes *If Yes, detail how*

Comments

Part 4 – Before Hot Works Checklist (Continued)

	Comments
Operations Department has been notified for any airside works? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Fire systems identified (e.g. alarms, EWIS, detectors)? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Emergency Plan (for fire & evacuation) developed and provided? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Isolations in place (Fire Impairment, electrical, valves, pumps)? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Fire blankets and fire equipment checked and in place? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Fire Watch (minimum 30 minutes) briefed and in place? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Welding equip (screens, flashback arrestors) in place & checked? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Part 5 – NTA Special Conditions

Part 6 – Acknowledgement of Applicant

- I will comply with the NTA special conditions listed in Part 5 above.
- I agree to repair any damage caused to the site or pay the costs associated with any repair work.
- I agree to comply with all work health and safety requirements as outlined in our SWMS.
- I will return my copy of this Permit for cancellation by the NTA Authorised Person, once work has been safely completed.

<input type="text"/>	<input type="text"/>	<input type="text"/>
Name of Applicant	Signature	Date and Time

Part 7 – Authorisation to Work

Preliminary site inspection by Permit Approver? Yes No Not Required

I authorise the works listed above to proceed during the specified dates and times, in accordance with the NTA special conditions noted in Part 5 above:

<input type="text"/>	<input type="text"/>
Name and Title of NTA Authorised Person	Phone Number
<input type="text"/>	<input type="text"/>
Signature	Date and Time

Part 8 – Cancellation of Permit

Cancellation Date and Time

As-built drawings or amendments are: Not required
 Required and will be provided by by

Responsible Person Date

I confirm that:

- The works described in this Permit have been satisfactorily completed, or stopped and made safe.
- The fire watch, as described above, has been completed and the Fire System has been restored to full activation.
- The area has been left clean and tidy.
- Any outstanding matters have been forwarded on for action.
- This Permit is now cancelled.

<input type="text"/>	<input type="text"/>
Signature of Person in Charge of Works	Date
<input type="text"/>	<input type="text"/>
Signature of NTA Authorised Person	Date