

# HV Electrical Access/Isolation Permit

All staff and contractors must use this form to gain authorisation prior to performing any works on or near HV electrical equipment or HV cables on ADG premises. This Permit is issued only for the occasion specified below. A signed copy of this Permit must remain on site during the works.

## Part 1 – Application Details

Company

Person in Charge of Works  Phone

NT Electrical Licence No.  Email

Is your business registered with ADG?  Yes  No

*Note: registration is necessary before any work on ADG Leased Area is permitted.*

Have you completed the **Working on Airport** induction?  Yes  No

## Part 2 – Description of Works

Location of Works

Describe the planned works:

This Permit allows work in the vicinity of:

Number	Mains/Apparatus

Sketch the planned works or upload a photo of the sketch:

### Part 3 – Conditions of Isolation

The following precautions have been taken:

**Isolation points:**

Has your Switching Permit been approved?       Yes    No    Not Applicable       Attached    Not Attached

**HV conductors have been earthed at the following points:**

**Nearest live points:**

*Note: The Conditions of Isolation from points of supply must remain unchanged during the currency of this Permit.*

### Part 4 – Acknowledgement of Electrical Worker in Charge of Works

- I understand that it is my responsibility to ensure that all persons working under this Permit have read the above conditions and signed Part 7 each time before commencing works and again on leaving the site.

Name of Electrical Worker in Charge of Works

Date and Time

**Please email this form to [permits@ntairports.com.au](mailto:permits@ntairports.com.au), or click**

### Part 5 – Authorisation to Work

I authorise the above work to proceed as listed in this form.       Yes    No

Name and Title of ADG Authorised Person

Phone Number

Date and Time

**Part 6 – Commencement of Works**

Name of All Recipients (Persons in Charge)	Sign On (Date and Time)	Sign Off (Date and Time)

**Part 7 – Work Party Sign On and Off**

Worker's Name	Sign On (Date and Time)	Sign Off (Date and Time)

**Part 8 – Cancellation of Permit at Completion of Works**

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.
- All persons under my control have been withdrawn.
- Any outstanding matters have been forwarded on for action.
- This Permit is now cancelled.

Recipient Signature

Date

Signature of ADG Authorised Person

Date