

## Activities Requiring a Permit to Work

The following table defines when Permit to Work is required. Contact [campus-division-safety@bristol.ac.uk](mailto:campus-division-safety@bristol.ac.uk) for clarification if required.

Type	Permit Required For
<b>Asbestos</b>	All activity involving work with asbestos or asbestos containing materials. Including, work in any ceiling void labelled as asbestos containing material, and access into a restricted access area. Including asbestos Management and Refurbishment and Demolition surveys. e.g. intrusive works with asbestos containing materials, removal of ACM,
<b>Bagging Off</b>	Isolation of individual smoke detectors via application of an authorised bag.
<b>Building Energy Management System</b>	Any isolation or disabling of the Building Energy Management System.
<b>Confined Spaces</b>	Any entry into a confined space as defined by the Confined Space Regulations 1997. e.g. entry to ducts, voids, tanks, some roof spaces.
<b>Electrical Service Isolation</b>	High Voltage or Low Voltage isolation to the whole or a part of a building. Isolation of LV electrical mains distribution boards and circuits. Isolation of emergency shutdown systems where these are electrical. High voltage isolations are to be avoided where possible, alternative means of completing the works are required.
<b>Excavation</b>	Any operation that penetrates, lowers or disturbs the existing ground level to a depth greater than 300mm. Note: consider requirement for <b>Working at Height</b> permit) e.g. mechanical or manual digging, insertion of stakes for marquees/inflatables.
<b>Fire Alarm Isolation</b>	Zone/loop/detector isolation of fire detection system made via the fire panel. Including isolation of firefighting systems.
<b>Gas System Isolation</b>	Isolation in order to commission, decommission and install natural gas appliances or pipework. e.g. Gas works that require cutting into pipework, purging, pressure testing and tightness testing, with associated certification.

Type	Permit Required For
<b>Hot Works</b>	Any work that requires using open flames, applying heat or friction, or may generate sparks or heat. Note: <b>Bagging Off Request</b> may also be required. <i>Such as, but not limited to: welding, soldering, cutting, grinding, brazing, burning and the use of powder-actuated tools or similar fire producing operations. Including use of heat guns.</i>
<b>LEV and Fume Cupboards</b>	Any activity resulting in the isolation of or affecting the normal operation of a local exhaust ventilation system or fume cupboard. <i>e.g. isolation of a central extraction system impacting one or more fume cabinets, where there is a risk of exposure to hazardous laboratory substances through works on extracts and ventilation systems, note – clearance certificates may also be required.</i>
<b>Lift Isolation</b>	Any isolation or disabling of a passenger or goods lift system, or its controls.
<b>Mechanical Services Isolation</b>	All mechanical isolations involving the removal or blocking of energy sources from plant or equipment. Isolations/removal of safety critical equipment, the overriding of critical protective devices and relief valves. <i>e.g. isolation of any compressed air system, pressurised or hydraulic system.</i>
<b>Water System Isolation</b>	Isolating hot or cold water supply to a whole building, or part of a building. <i>e.g. for remedial works or new installations. Isolation of water to water tanks where confined space entry is being undertaken.</i>
<b>Working at Height- Access and Lifting</b>	Activities undertaken from height as defined in the Work at Height Regulations 2005, <u>excluding</u> short duration work from a ladder/stepladder.  Including: <ul style="list-style-type: none"> <li>– Using harnesses, lanyards, fall restraint systems (i.e. Latchway), and abseiling/ rope access techniques.</li> <li>– Using/operating a MEWP</li> <li>– Working at height without fixed edge protection</li> <li>– Use of mobile tower scaffolds</li> <li>– Crane lifts</li> </ul>
<b>Work at Height – Roof Access</b>	Any work on a roof, whether there are guardrails or not.
<b>Work at Height - Scaffolding</b>	Erection, modification and dismantling of fixed scaffolding. <i>e.g. either internal or external scaffold, standard TG20 scaffold or bespoke designed scaffolding.</i>