



WORK PERMIT FOR CONTRACTORS

Sl. No :

Issued by :

Date of Issue :

Name of the Contractor :

Address:

Telephone No :

Name of Projects Representative :

Purchase Order No :

Date of Commencement of work :

Estimated Completion Date & Time :

Working shift pattern (Timings) :

No. of employees :

Brief description of Job :

Location of work :

The site where work is to be performed by the contractor has been examined / discussed by both the parties represented above and signed below, and specific precautions to be observed explained to the Contractor's representative Mr.....who has been instructed in the evacuation plans.

The above named contractor is hereby authorized to work at the location stated providing the relevant company safety rules and those requirements of the Health and Safety at work etc.. any associated Regulations which may apply, are strictly adhered to at all times.

The rules for contractors have been issued to and explained in outline by the undersigned authorities to the **Contractor's representative Mr.....**for his general guidance; nevertheless it is entirely the responsibility of the contractor to ascertain what Statues, Rules and Regulations apply to ensure compliance therewith at all the times. In the event of an Evacuation of the premises, the contractor's representative must ensure that all his employees and any sub-contractors responsible to him leave the building immediately and assemble at designated Assembly point.

Signed for the Contractor :.....(Principal Contractor)

Signed for the Company :.....(Property Manager/Designation)
This permit is invalid unless signed by representatives of both companies.

To be completed by the contractor named above where any part of the work for which this permit was raised, is to be carried out by sub-contractors appointed by themselves. **The contractor is responsible for monitoring the health and safety of the site, including other services working.** On the same site. Where any work is to be carried out under the terms of this contract by any Person other than employees of the contractor stated above, that person shall be briefed with site Safety requirements and all precautions to be observed explained to him.

Signed for the Contractor :..... Date :.....

Signed for the Subcontractor :..... Date :.....

CLOSURE OF THE PERMIT

Actual completion Time & Date :
Area has been cleaned by the contractor after completion of work.

Signed for the contractor :.....Signed for the Company :.....(F&S)

Remarks.....
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