



Yarmouth (IOW) Harbour Commissioners



Clearance to Work

Job information

Location: (i.e. Berth No/Name)	Vessel Name: (If work is to be carried out on a vessel)
Description of work to be undertaken:	

Contractor Information

Name:	Address:
Telephone Number:	Mobile:
Email:	

NOTE: NONE OF THE ABOVE WORKS ARE TO BE CARRIED OUT PRIOR TO PERMISSION BEING GRANTED

1.	All contractors must comply with the Health and Safety at Work, Etc Act 1974 and all subsequent statute.	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
2.	All contractors must provide YHC with a Risk Assessment and Method Statement relevant to the works	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
3.	Adjacent rooms/walls clear of dangerous/combustible materials/liquids?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
4.	All areas of work must be clearly demarcated by the Contractor with suitable and sufficient signage in place and barriers as necessary to prevent unauthorised access and maintain the safety of both the Contractors and others.	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
5.	Works must only be undertaken at agreed times by prior arrangement with YHC.	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
6.	Suitable and sufficient Personal Protective Equipment must be provided by the Contractor and used by all employees and sub-contractors at all times.	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
7.	All work areas must be maintained in a clean, tidy, safe and proper condition at all times and left as found.	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
8.	All waste arising from the works MUST be disposed of in accordance with YHC waste management plan	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
9.	Adequate shielding available to protect on-lookers from flash or UV light?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
10.	All employees and sub-contractors undertaking any works must have suitable and sufficient training for the work in hand.	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
11.	No Hot Works shall be undertaken without a YHC Hot Works Permit.	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
12.	All works must be undertaken in accordance with current legislation and approved codes of practice.	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
13.	All contractors must provide YHC with evidence of adequate insurance cover.	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
14.	All Contractors must undergo an induction before commencing works.	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>

Details of any site-specific risks, special conditions or precautions being taken:

Works commence when?	Date:	Time:
Works finish when?	Date:	Time:

I have personally examined the above precautions and am satisfied that all necessary safety arrangements have been taken and will be maintained for the duration of the work.

I will immediately report to YHC any incident or dangerous occurrence or un-planned event.

I will inform YHC when works are complete.

I will sign off the permit when works are complete

Name:	Signature:	Date:
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To be completed by Yarmouth Harbour

Permission Granted: <input type="checkbox"/>	Signature: HM/DHM/Duty Officer (Delete as applicable)	Date:
Permission Refused: <input type="checkbox"/>		
Reason for refusal:		