

PENETRATION PERMIT

Number: _____

This Section Completed by Requestor			
Requestor: _____	Org./Company: _____	Date: _____	
Telephone: _____	Project/Task or Service Order #: _____		
Penetration Coordinator: _____	Telephone: _____		
Proposed Start Date: _____	Proposed Completion Date: _____		
Task	Core Drilling <input type="checkbox"/>	Saw-Cutting <input type="checkbox"/>	Jack-hammering <input type="checkbox"/> Other (see description) <input type="checkbox"/>
Location, Depth, and Description of Work: (site drawings required with this request)			

Investigation Results

Utilities have been identified in the area of work. If yes, composite drawings SHALL BE ATTACHED.	Yes <input type="checkbox"/> No <input type="checkbox"/>	Operations are in or near an Environmentally Sensitive Site. If yes, a Jobsite Hazard Evaluation is required.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Date Spotting Requested:			
<input type="checkbox"/> Drawings	Drawing #s: _____		

Electrical Spotter's Comments: _____ Spotter's Name & Initials: _____ Date: _____
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Systems Engineer REQUIRED FOR ALL CONCRETE ENCASED DUCT BANK PENETRATIONS Comments: _____ Systems Engineer Signature: _____ Date: _____

NOTICE TO PROCEED (Not valid without the following signatures)			
List all attachments: _____			
Utility Coordinator's Signature: _____	Phone # _____	Date: _____	
SNL Penetration Coordinator: _____	Phone # _____	Date: _____	
Supervisor Authorizing Penetration: _____	Phone # _____	Date: _____	

Permit is NOT VALID unless accompanied by Page 2

PENETRATION PERMIT

1. This permit is task-specific (see side one).
2. This permit is required for each penetration area.
3. This permit is valid from the proposed start date to the proposed completion date. **Penetrator is responsible for maintaining spotter's marks after permit is issued.** *Request a Re-Spot if spotter's marks are not clearly visible.*
1. This permit and all attachments **SHALL BE KEPT AT THE PENETRATION SITE** during penetration activities.
2. This permit is not intended to be a complete work release document. Other documents or attachments may be required (e.g. Jobsite Hazard Evaluation, ER Site work release) prior to work.

Caution – SNL has taken reasonable steps to identify hidden hazards for the identified work location. The possibility exists, however, that unidentified hazards may be encountered. To mitigate risk, personnel performing penetrating activities are responsible for completing a site investigation utilizing methods that would not penetrate hidden hazards (e.g. visual inspection) prior to performing penetration activities identified on this permit, and using appropriate caution when utility locations cannot be identified.

Personnel assigned this activity must wear the appropriate Personal Protective Equipment, and use equipment that is in good working order and properly grounded.

DUCT BANK PENETRATIONS

1. All Duct bank penetrations identified as having high voltage hazards require a task-specific procedure that is reviewed by: Supervisor Authorizing Penetration Activity, SNL Penetration Coordinator, FMOE High Voltage Team Leader, FMOE Electrical Systems Engineer, and Safety Engineer.
2. Penetration Coordinator will hold a documented pre-task briefing prior to any duct bank penetration identified as having high voltage hazards. Attendance shall include: Personnel Performing Penetration, Supervisor Authorizing Penetration Activity, SNL Penetration Coordinator, FMOE High Voltage Team Leader and/or Electrical Systems Engineer, Project Manager, and Safety Engineer.

NOTE: These steps must be completed prior to Notice to Proceed signature by SNL Penetration Coordinator and Supervisor Authorizing Penetration.

SUSPEND WORK !!!

Any and all personnel working under this permit are authorized and required to stop any activity if:

- Conditions differ from those that have been investigated
- Unusual odors are discovered during penetration activities
- There is any question about the validity of this permit or accuracy of the spotting or utility location
- Immediately notify the SNL Penetration Coordinator (e.g. Construction Observer) for instructions.

Obtain a penetration permit for any of the following activities:

1. Penetration of two inches or more into concrete slabs, floors, ceilings, roofs, or walls (does not include concrete sidewalks).
2. All penetrations into underground concrete-encased duct banks.
3. All penetrations when a site investigation cannot identify potential hidden hazards

System Contacts:

EMERGENCY	911 or 845-0911 for cellular phones
Power distribution and perimeter lighting	844-3477
Communications	284-2009
Gas, steam, water, and sanitary/storm sewers	844-3222
Off-hour emergencies	844-8881 or 844-3842
Environmental Restoration	845-0836