

Penetration Permit

Permit Number:

This Section Completed by Requester

Requester		Org./Company		Date
Telephone		Project/Task or Service Order Number		
SNL Penetration Coordinator			Telephone	
Proposed Start Date		Proposed Completion Date		
Task	Core Drilling <input type="checkbox"/>	Saw-Cutting <input type="checkbox"/>	Jackhammering <input type="checkbox"/>	Other (see description) <input type="checkbox"/>
<input type="checkbox"/> Duck Bank Penetration If so, is the task-specific procedure for duct bank penetration attached? Yes <input type="checkbox"/> No <input type="checkbox"/>				
Location, Depth, and Description of Work (Site drawings are required with this request)				

Investigation Results

Have utilities been identified in the area of work? Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, composite drawings must be attached.	Are operations in or near an Environmentally Sensitive Site? Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, a Jobsite Hazard Evaluation is required.
		ER Reviewer	
Date Locating Requested			
<input type="checkbox"/> Drawings	Drawing Numbers:		

Electrical Locator	<input type="checkbox"/> Power (Red)	Comments	
Locator Name and Initials			Date
Electrical Engineer Comments:			
Scanned Area <input type="checkbox"/>		Outage Required <input type="checkbox"/>	No Outage <input type="checkbox"/>
GPR Technician Name and Initials			Date
Utility Coordinator Signature			Date

Notice to Proceed

Not valid without the following signatures and accompanied by Page 2.

Electrical Engineer Signature		Phone		Date	
SNL Penetration Coordinator		Phone		Date	
Supervisor Authorizing Penetration		Phone		Date	

This permit is not valid without approval signatures and page 2.

Penetration Permit

General Requirements

A Penetration Permit is required for 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.
4. As a safety factor, no penetrations will be allowed within one inch of the center of the anomaly marked.

Permit Conditions

1. This permit is task-specific (see page 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. **The Penetrator is responsible for maintaining the Locator's marks after the permit is issued.** Request a re-locate if the Locator's marks are not clearly visible.
4. This permit and all attachments **shall be kept at the penetration site** during penetration activities.
5. This permit is **not** intended to be a complete work release document. Additional documents or attachments may be required (Jobsite Hazard Evaluation, ER Site work release) prior to work.

Work with 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 engaging in penetration operations where low voltage electrical may be present shall use the appropriate PPE, such as electrically rated gloves, dielectric boots, GFCI protection, double insulated tools and equipment that is properly grounded and in good working order.

Performing Duct Bank Penetrations/Saw-Cutting Activities

1. All duct bank penetrations identified as having high voltage hazards require a task-specific procedure that is reviewed by: Supervisor Authorizing Penetration Activity, Sandia Penetration Coordinator, FMOC High Voltage Team Leader, and Safety Engineer.
2. The High-Voltage Team Leader shall 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, Sandia Penetration Coordinator, FMOC High Voltage Team Leader and/or Electrical Engineer, Project Lead, and Safety Engineer.

Note: These steps must be completed before obtaining a "Notice to Proceed" signature by SNL Penetration Coordinator and Supervisor Authorizing Penetration.

Suspending Work

Any and all individuals working under this permit are authorized and required to stop any work activity when:

- 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., Inspector) for instructions.

System Contacts

In the event of an EMERGENCY dial 911 or 845-0911 for cellular phones	
Power distribution and perimeter lighting	844-9618
Communications	284-2009
Gas, water, and sanitary/storm sewers	844-3222
Environmental Restoration	284-2507 or 845-0835