

## Audit/Inspection Checklist

<b>Code Title</b>	Permit to Work	<b>Code No.</b>	OSHJ-GL-16	<b>Rev. No.</b>	1.0
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Sr.	Checklist Item	Clause in the Code	Acceptable means of compliance
1.	Are the risk associated with the permit to work identified and assessed?	5.2: Planning and Risk Assessment	<ul style="list-style-type: none"> <li>– Check Risk assessment</li> </ul>
2.	Are the Permit work procedures done effectively by a competent group?	5.4.2, 5.4.3, 5.4.5, 5.5.4: Permit Issuer (Authorized Person), Permit Receiver, Permit Controller, Permit-to-Work Hand back	<ul style="list-style-type: none"> <li>– Check permit of work</li> <li>– Check if the permit issuer and receiver isn't the same person</li> </ul>
3.	Are the concerned employees trained in the use, risk, and safety measures related to permit to work?	6: Training	<ul style="list-style-type: none"> <li>– Check OSH training records</li> </ul>
4.	Does the emergency response plan cover the emergencies from the permit to work?	7:Emergency Preparedness and Response	<ul style="list-style-type: none"> <li>– Check emergency preparedness plan</li> <li>– Verify the presence of displayed PTW</li> <li>– Verify the presence of firefighting equipment</li> <li>– Verify the presence of first aid kit &amp; first aiders</li> </ul>