



PTW CHECKLIST - NO. 33		Title: Construction Work Within Admin Areas, including Work in Roof Spaces	
Owner: Capability Coordinator			
Approver: Capability Coordinator		Max Validity Period: 5 yrs	
Permit No.:		Date:	
Latest Rev	Date	Details	Authorised By
2.0	Jan 2016	Full revision	S Elliott

Other Checklists That May Be Relevant:

HRA Checklists: [1](#)

PREPARATION:

Tick when done

	Y	N	NA
1. The requirements of the above referenced HRA(s) have been read and understood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. All electrical equipment has been checked and found to be in good condition with a current test tag.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. An ELCB/RCD is to be used with all 230V portable tools and tested prior to being used.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Signage and barriers have been erected.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Electrical cabling and other utilities have been located prior to cutting or drilling into walls.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Consult the Asbestos Register for location of any known asbestos hazards. (ie: MPA ceiling space, MPS hot water cylinder heater). Persons working within 2m of these areas must wear a fitted mask with a Hepa Filter.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Dust masks are to be worn when working around glass fibre insulation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>