PTW CHECKLIST - NO. 87		Title: Working On, Or Monitoring a Process Control System		
Owner: Capability Coordinator				
Approver: Capability Coordinator		**Max Validity Period: 5 yrs**		
Permit No.:		**Date:**		
Latest Rev	**Date**	**Details**		**Authorised By**
3.0	Jan 2016	Full revision		S Elliott

Other Checklists That May Be Relevant:

HRA Checklists:

PRIOR TO PERMIT ISSUE:

Tick when done

		Y	N	NA
1	Has access to the Process Control Domain been requested purely for *view only, monitoring or backing up* of the Control Systems software code.			
2	All personnel accessing the Process Control Domain are aware of and abide by the "Rules for all staff" Section 4.1 of STA-01.42.			
3	PICWS to confirm all removable media has had correct antivirus checks in accordance with STA-01.42 Conditions of use of removable media within the Process Control Domain (PCD).			

The following question must be answered when the response to Item 1 of this checklist is 'NO':

4	Personnel accessing the PCD are in receipt of Work Order with a Z5 Notification as evidence of PCD MOC Approval to Implement.	

PRIOR TO COMMENCING TASK:

		Y	N	NA
5	A backup of the Process Control System software configuration has been made prior to modifications being undertaken.			

COMPLETION OF TASK:

		Y	N	NA
6	A backup of the modified Process Control System software configuration has been made at the completion of the changes.			