

# CWTP General Works Permit

**This form is to be filled out in accordance with Operating Procedure: Permit to Work**

*The Permit Issuer shall review this Permit to Work (PTW) form and ensure all sections are completed as applicable.*

|                     |                                                  |
|---------------------|--------------------------------------------------|
| Permit number:      | PTW -                                            |
| Work Order Number:  |                                                  |
| Site Name           | Christchurch Wastewater Treatment Plant - (CWTP) |
| Site Address        | Shuttle Drive, Bromley                           |
| CWTP Site Contact:  |                                                  |
| Contact Phone:      |                                                  |
|                     |                                                  |
| Contractor Company: |                                                  |
| Works Supervisor:   |                                                  |
| Phone:              |                                                  |

|                                                                                                                           |                                                                                                   |
|---------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| Start Date:                                                                                                               |                                                                                                   |
| End Date:                                                                                                                 |                                                                                                   |
| First Aid Locations:                                                                                                      | First Aid Portacom, Network Building, Dewatering Building, Landscape Shed & Maintenance Workshop. |
| In the event of an emergency –<br>Call the site supervisor on 03 941 5705, or 111 if there is a risk to life or property. |                                                                                                   |

**JOB DETAILS:** *(JSA or SWMS Must be attached)*

Description and reason for work:

List any impacts to the worksite, operations, other personnel, or environment:

**WORKERS SIGNING ON TO THE JOB:**

| Name | Job title | Contact number | Signature |
|------|-----------|----------------|-----------|
|      |           |                |           |
|      |           |                |           |
|      |           |                |           |
|      |           |                |           |
|      |           |                |           |
|      |           |                |           |

**PERMIT ISSUER:** *(Ensure the Job Safety Analysis or Safe Work Method Statement has been completed by the Receiver)*

|                           |  |                             |  |
|---------------------------|--|-----------------------------|--|
| Print Permit Issuer Name: |  | Print Permit Receiver Name: |  |
| Signed by Permit Issuer:  |  | Signed by Permit Receiver:  |  |
| Date/time issued:         |  | Date/time received:         |  |

**PERMIT CLOSEOUT:**

|                          |  |                            |  |
|--------------------------|--|----------------------------|--|
| Signed by Permit Issuer: |  | Signed by Permit Receiver: |  |
| Date/time issued:        |  | Date/time received:        |  |

***This Permit is closed. The work site has been left in a safe and tidy condition.***

## Emergency Contacts

**Poisons Centre: 0800 764 766**

**Christchurch City Council: 03 941 8999**

**Environment Canterbury: 0800 765 588**

**Pollution hotline: 0800 765 588**

**Emergency medical centre:**

