

HTM 06-02 sets the safety-rule practice for low-voltage systems in healthcare premises: the Authorised Person (LV) appointed under it controls the system, makes the isolation, proves it dead and issues the permit; the contractor's Competent Person accepts it. The Electricity at Work Regulations 1989 reg 12 (the means for cutting off the supply and for isolation), reg 13 (precautions for work on equipment made dead) and reg 16 (competence), with HSR25 (3rd edition, 2015), are the law behind it. Testing on a live or partly live system takes a Sanction-for-Test under HTM 06-02, which this sheet does not cover. The general electrical permit (KD-PTW-EL-010) and isolation certificate (KD-PTW-EI-011) are the contractor's own; where the system belongs to the hospital they give way to this one. Part A is the permit for work on equipment made dead. Part B, the limitation of access certificate, is the different document for work NEAR live LV equipment where nothing is isolated — a switchroom, a riser, a ceiling void with live busbar — and it authorises presence within a stated boundary, never work on the equipment. Complete Part A or Part B, not both.

1 PERMIT IDENTIFICATION

PROJECT / WORKS REF	PREMISES	DATE	PERMIT / CERTIFICATE NO.	ISSUED BY (AP)
PART A — PERMIT TO WORK on equipment made dead		PART B — LIMITATION OF ACCESS near live equipment		
VALID FROM (DATE AND TIME)	VALID TO (DATE AND TIME)	OTHER PERMITS LIVE IN THIS AREA		

2 SYSTEM, LOCATION AND WORK

EXACT LOCATION	BOARD / CIRCUIT / EQUIPMENT	AREAS THAT LOSE SUPPLY	
DESCRIPTION OF THE WORK, AND ITS LIMITATIONS			
CONTRACTOR	COMPETENT PERSON (LV)	OPERATIVES	RAMS REF

3 CLINICAL AND ESTATES NOTIFICATION — BEFORE ANY ISOLATION

UPS / IPS / medical location circuits affected	Essential (generator-backed) supply affected	No clinical supply affected
DEPARTMENT MANAGER INFORMED	OUTAGE WINDOW AGREED	ALTERNATIVE SUPPLY ARRANGED
Switchboard and the estates helpdesk told of the outage and who to call		
Fire alarm, nurse call, medical gas alarm and BMS panels on the affected supply identified and their loss covered		
Lifts on the affected supply identified; lift company or estates arranged where a lift is taken out		

4 PART A — ISOLATION AND PROVING DEAD (AP)

POINT OF ISOLATION — PANEL / WAY / DEVICE	METHOD	LOCK / KEY NO.	NOTICE	BY
TEST INSTRUMENT (TYPE, SERIAL)				
PROVED ON A KNOWN LIVE SOURCE BEFORE AND AFTER				
EARTHS APPLIED (WHERE REQUIRED)				
Every point above proved dead at the point of work				
Live parts adjacent to the work screened or shrouded				
Keys held by the AP; the lock cannot be removed by the work party				
Danger notices posted at every point of isolation				

5 PART B — LIMITATION OF ACCESS NEAR LIVE EQUIPMENT (AP)

THE BOUNDARY OF ACCESS AND THE LIVE EQUIPMENT WITHIN REACH

- ☐ Live parts identified and shown to the CP in person
- ☐ Barriers, screens or covers in place at the boundary

- ☐ No work on the equipment — access only; any work needs Part A
- ☐ AP present throughout (state below if not)

WHY NO ISOLATION IS MADE

ATTENDANCE AND ESCORT ARRANGEMENTS

6 ISSUE — AUTHORISED PERSON (LV)

I have made and proved the isolations in Part A, or set the boundary in Part B; the areas losing supply have agreed the window; the precautions above are in place; and the person accepting holds a current Competent Person appointment for this work.

PRINTED NAME	APPOINTED ROLE	COMPANY	SIGNATURE	DATE	TIME

7 ACCEPTANCE — COMPETENT PERSON

I have read this permit and been shown the points of isolation or the boundary. I will work only within its scope and time, I will not remove a lock or cross the boundary, and I have briefed everyone working under it.

PRINTED NAME	APPOINTED ROLE	COMPANY	SIGNATURE	DATE	TIME

8 CLEARANCE — COMPETENT PERSON

- ☐ Work COMPLETE
- ☐ Work PARTIALLY complete — state below
- ☐ Work STOPPED — state below

STATE THE EQUIPMENT HAS BEEN LEFT IN

ALL PERSONS, TOOLS AND TEST LEADS WI... TEST CERTIFICATE REF

PRINTED NAME	APPOINTED ROLE	COMPANY	SIGNATURE	DATE	TIME

9 CANCELLATION — AUTHORISED PERSON (LV)

I have removed the isolations and restored the supply, told the areas affected, entered the cancellation in the LV register, and this permit is cancelled. On cancellation, flatten this PDF before archiving so the record cannot be silently edited (HSG250).

PRINTED NAME	APPOINTED ROLE	COMPANY	SIGNATURE	DATE	TIME

R REVISION HISTORY

Every revision of this document, and every review that found nothing to change. The revision on the front of this sheet is the one you are holding — check kubitdocs.com for the current one before use.

Rev	Date	Class	What changed	Authorised by
D0	2026-09-02	first-issue	First issue.	— not yet approved —
A0	2026-09-02	review	Approved for issue by the author. Content unchanged from the reviewed draft; the draft status strip is removed. No independent third-party review has been carried out.	Author — director, UK principal contractor, SMSTS. Not an independent review.

Class: first-issue · material (the law, a control, a field or the scope changed — past buyers are notified) · editorial (wording or layout only) · review (checked, nothing changed) · withdrawal. Revision prefix D = draft, not approved and not for sale; A = approved for issue by the person named, on the date shown.