

PERMIT HAND-BACK CERTIFICATE

Formal return of plant and area to operational control

RETAIN AT PERMIT CONTROL POINT

KD-SYS-HB-016 Rev A0

HSE describes a formal hand-back procedure as essential. It must confirm three things: the work is complete, the plant has been returned to a safe condition with isolations removed and verified, and operational staff acknowledge the return of the plant to their control. That third limb is the one most often missing, and it is the one that matters to the people who then energise the system.

1 THE PERMIT BEING HANDED BACK

PERMIT NUMBER	PERMIT TYPE	LOCATION	PLANT / SYSTEM

2 WORK STATUS — PERFORMING AUTHORITY

- ☐ Work COMPLETED ☐ Work PARTIALLY completed ☐ Work STOPPED and not completed

ANYTHING LEFT INCOMPLETE, AND WHAT MUST HAPPEN NEXT

- ☐ All persons under my control withdrawn and accounted for
☐ All tools, equipment and materials removed from the plant and area
☐ All guards, covers, insulation and protection reinstated
☐ Area left clean, clear and safe
☐ Any temporary supports, props or arrangements identified above
☐ Plant is ready for testing and recommissioning

PRINTED NAME	ROLE	COMPANY	SIGNATURE	DATE	TIME

3 ISOLATIONS REMOVED AND VERIFIED — ISOLATING AUTHORITY

- ☐ All earths applied under this permit removed, and their removal verified
☐ All locks and tags removed
☐ Every point of isolation restored and verified against the isolation certificate
☐ All caution and danger notices removed
☐ No isolations were applied under this permit

ISOLATION CERTIFICATE REFERENCE(S) CLOSED

PRINTED NAME	APPOINTED ROLE	COMPANY	SIGNATURE	DATE	TIME

4 RETURN TO OPERATIONAL CONTROL — THE LIMB MOST OFTEN MISSED

I acknowledge that the plant and area described have been returned to my control. I understand the work status recorded above and any outstanding items.

PRINTED NAME	OPERATIONAL ROLE	COMPANY	SIGNATURE	DATE	TIME

5 PERMIT CLOSED

ISSUING AUTHORITY NAME	SIGNATURE	DATE	TIME	REGISTER (INITIALS)

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continued

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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	2026-08-07	first-issue	First issue.	— not yet approved —
D1	2026-08-10	review	Reviewed - no change to the content. Legislation position reviewed against Product Legislation Register KD-REG-01 Rev R01.3 and the August 2026 horizon scan; cutoff moved to 10 August 2026.	— not yet approved —
A0	2026-08-27	review	Approved for issue by the author. Content unchanged from D1; 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.