

PERMIT SUSPENSION RECORD

For a permit stopped part way — the plant condition must be recorded

RETAIN AT PERMIT CONTROL POINT

KD-SYS-SU-015 Rev A0

HSE requires suspended permits to be kept on the permit recording system, and requires the condition in which the plant has been left, and the consequences for other activities, to be specified. A suspended permit filed in the safety office rather than the control room is one of HSE's named failure modes — the people controlling the plant could not see it.

1 THE SUSPENDED PERMIT

PERMIT NUMBER	PERMIT TYPE	LOCATION	CONTRACTOR
DATE & TIME SUSPENDED	SUSPENDED BY (NAME AND ROLE)	ORIGINAL PERMIT EXPIRY	
REASON FOR SUSPENSION			

2 CONDITION THE PLANT AND AREA HAVE BEEN LEFT IN

This is the part that matters. Anyone arriving at this area needs to know what state it is in.

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| ☐ Isolations LEFT IN PLACE — locks and tags remain, keys still held | ☐ Plant, equipment or scaffold left in position |
| ☐ Isolations REMOVED and system returned to normal | ☐ Materials or waste left in the area |
| ☐ Isolations PARTIALLY removed — detail below | ☐ Services left disconnected or capped |
| ☐ Excavation, opening or void left open and protected | ☐ Area barriered, signed and secured |

DETAIL OF THE CONDITION LEFT, AND ANYTHING A PERSON ENTERING THIS AREA MUST KNOW

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3 CONSEQUENCES FOR OTHER ACTIVITIES

WHAT THIS SUSPENSION MEANS FOR OTHER PERMITS, TRADES OR THE OCCUPIER

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WHO HAS BEEN NOTIFIED

ENTERED IN PERMIT REGISTER AS SUSPENDED (INITIALS)

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4 SUSPENSION RECORDED

PRINTED NAME	APPOINTED ROLE	COMPANY	SIGNATURE	DATE	TIME

5 REINSTATEMENT — THE PERMIT IS NOT SIMPLY RESUMED

Before work restarts, the conditions must be re-checked and the permit re-issued or a new permit raised. Record which.

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| ☐ Original permit RE-ISSUED after re-check | ☐ NEW permit raised | ☐ Permit CANCELLED without resuming |
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DATE & TIME	NEW OR RE-ISSUED PERMIT NUMBER	NAME	SIGNATURE

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.