

PERMIT TO CUT OR CORE STRUCTURE

Cutting, coring, chasing or forming openings in structural elements — the engineer's approval on a form

COPY 1 OF 2 — DISPLAY AT WORK SITE

KD-PTW-SC-028 Rev A0

CDM 2015 reg 9 requires the designer to consider the risks of altering a structure; reg 13 puts the control on the principal contractor. Cutting a slab, beam, wall or column without knowing what is in it and what it carries is how post-tensioned tendons get severed and walls that turned out to be load-bearing come down. This permit exists so the scan, the engineer's approval and the temporary support are proved before the blade touches the structure.

1 PERMIT IDENTIFICATION

PERMIT NUMBER	PROJECT / SITE REF	SITE NAME AND ADDRESS	DATE OF ISSUE
VALID FROM (DATE & TIME)	VALID TO (DATE & TIME)	CROSS-REFERENCED PERMITS / CERTIFICATES	

2 LOCATION AND DESCRIPTION OF WORK

EXACT LOCATION	CONTRACTOR / TRADE		
DESCRIPTION OF THE WORK, AND ITS LIMITATIONS			
RAMS REFERENCE	PERSON IN CHARGE ON SITE	OPERATIVES	SUPERVISOR

3 THE ELEMENT

ELEMENT TO BE CUT	OPENING / CORE SIZE AND POSITION	CONSTRUCTION	DRAWING REF
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4 BEFORE CUTTING — EVERY BOX TICKED

- Structural engineer's written approval for this opening at this location (ref below) — including any post-tensioning or precast
- Element scanned for reinforcement, tendons and services (GPR / cover meter) — scan record ref; marks on the element
- Services in or behind the element located, isolated (KD-PTW-EI-011 / KD-PTW-MI-029) or proved clear
- Temporary support / propping installed and permitted to load where the engineer requires (KD-PTW-TL-022)
- Exclusion zone below and behind; cut sections restrained from falling; dust and water control; noise
- Cutting method and depth limits briefed; cut stops if anything unexpected is found — engineer called

ENGINEER'S APPROVAL — REF / DATE / NAME	SCAN RECORD REF	TEMPORARY SUPPORT PERMIT REF	MAXIMUM CUT DEPTH
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COPY 2 OF 2 — RETAIN AT PERMIT CONTROL POINT

Authorisation · acceptance · handover · hand-back · cancellation

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5 ISSUE — ISSUING AUTHORITY

I certify that the hazards of this work have been identified and assessed, that the work site has been examined, and that all precautions specified in this permit — including all isolations — have in fact been taken.

I confirm the validity period is specific to this work period and is not open-ended.

PRINTED NAME	APPOINTED ROLE	COMPANY	SIGNATURE	DATE	TIME

6 AUTHORISATION — SECOND PERSON CHECK BEFORE ISSUE

HSE requires the permit to be seen by a second person before it is issued. I have reviewed this permit and am satisfied it is complete, the scope is properly limited, and it does not conflict with any other permit live in this area.

PRINTED NAME	APPOINTED ROLE	COMPANY	SIGNATURE	DATE	TIME

7 ACCEPTANCE — PERFORMING AUTHORITY

I have read and understood this permit. I understand the hazards and the precautions, I have briefed everyone working under it, and those precautions will be observed for the duration of the work. I will not exceed the scope or the validity period stated.

PRINTED NAME	ROLE	COMPANY	SIGNATURE	DATE	TIME

8 EXTENSION / SHIFT HANDOVER

Complete only where the work continues into a further period. Confirm the plant remains safe and the incoming acceptor is aware of the hazards.

EXTENDED TO (DATE & TIME)	ISSUING AUTHORITY SIG	INCOMING ACCEPTOR SIG	RE-CHECKED (Y/N)
EXTENDED TO (DATE & TIME)	ISSUING AUTHORITY SIG	INCOMING ACCEPTOR SIG	RE-CHECKED (Y/N)

9 SUSPENSION

HSE requires suspended permits to be retained on the permit system, with the condition the plant has been left in and the consequences for other activities recorded.

DATE & TIME SUSPENDED	REASON, AND CONDITION PLANT LEFT IN	SIGNED

10 HAND-BACK — PERFORMING AUTHORITY

I certify that the work described in this permit is complete or has been stopped, that all persons and equipment under my control have been withdrawn, and that the area has been left in a safe and clean condition.

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

PRINTED NAME	SIGNATURE	DATE	TIME	OUTSTANDING ITEMS

11 CANCELLATION — ISSUING AUTHORITY

I certify that the cutting is complete, the opening is trimmed or supported as the engineer required, the area is cleared, and this permit is cancelled.

PRINTED NAME	SIGNATURE	DATE	TIME	REGISTER (INITIALS)

On cancellation, flatten this PDF before archiving so the record cannot be silently edited. Retain for a minimum of 30 days on site (HSG250), then archive in line with your retention schedule.

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	2026-08-28	first-issue	First issue.	— not yet approved —
A0	2026-08-29	review	Approved for issue by the author. Content unchanged from the 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.