

PERMIT TO ENERGISE

First energisation of a new or altered installation — dead tests complete, everyone off the system, then live

COPY 1 OF 2 — DISPLAY AT WORK SITE

KD-PTW-EN-027 Rev A0

Electricity at Work Regulations 1989 reg 4 requires systems to be constructed and maintained to prevent danger; regs 12 and 13 require means of cutting off supply and isolation, and precautions for work on dead equipment. BS 7671 Part 6 requires inspection and testing before a new installation is put into service. Energisation is the moment a dead system everyone has been working on becomes live: this permit proves the tests are done, the people are clear, and everyone knows.

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 INSTALLATION

INSTALLATION / CIRCUITS TO BE ENERGISED	POINT OF SUPPLY / ISOLATOR	VOLTAGE / PHASES	DESIGNER
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4 BEFORE ENERGISING — EVERY BOX TICKED

☐ Dead testing complete and recorded — continuity, insulation resistance, polarity, earth electrode where relevant (BS 7671 Part 6)

☐ Electrical installation certificate / minor works certificate drafted; schedule of test results to hand

☐ Every electrical permit to work and isolation certificate on this installation closed; every lock removed; every person accounted for

☐ Covers, barriers and enclosures fitted; no exposed conductors; labelling and warning notices complete

☐ Connected equipment ready: motors, controls, protective devices set to design; downstream isolators OPEN before energising

☐ Site told: energisation time, what becomes live, who to call; other trades in the area briefed

5 ENERGISATION AND LIVE TESTING

ENERGISED AT (DATE / TIME)	ENERGISED BY (COMPETENT PERSON)	LIVE TESTS — ZS, RCD, PHASE ROTATION, FUNCTIONAL (REF)	CERTIFICATE ISSUED (REF)
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PERMIT TO ENERGISE

Authorisation · acceptance · handover · hand-back · cancellation

COPY 2 OF 2 — RETAIN AT PERMIT CONTROL POINT

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6 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.

The issuing authority is the authorised person for the electrical system, not the installing contractor.

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

PRINTED NAME	APPOINTED ROLE	COMPANY	SIGNATURE	DATE	TIME

7 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

8 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

9 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)

10 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

11 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	

12 CANCELLATION — ISSUING AUTHORITY

I certify that the installation is energised and tested, the certificate is issued, and this permit is cancelled; the installation is now LIVE and all further work requires KD-PTW-EL-010.

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.