

Energized Electrical Work Permit

This permit must be posted/available at the site for the duration of the work.
This permit is valid for one shift not to exceed 12 hours.
Return the signed, completed permit to your supervisor.

1. Location/Space (To be completed by permit requestor)

Building:	Location:	
Date:	Issue Time:	Expiration Date/Time:

2. Work to be Performed

Company: Skidmore College	Job/ Work Order No.:	
Personnel performing the work:	Phone:	Mobile:

Justification of why the circuit/equipment cannot be de-energized:

Description of circuit/equipment/job location including voltage(s) present:

Purpose/Description of work being performed:

Justification provided by: _____

3. Safety Precautions (Completed by the qualified person doing the work; initialed by the Performing Authority & Designated Approver). Enter the details for each step, and check off each item when completed. Use an additional form for extended remarks.

	Yes	No	Comments
Will potential electrical energy related to this work be locked out/verified to be at a zero energy state?			
Means employed to restrict the access of unqualified persons from the work area?			

Required PPE

☐ Hearing protection

☐ F/R clothing

☐ Safety glasses with side shields

☐ Hard hat (Class A)

☐ Voltage-rated gloves

☐ Arc-rated face shield

☐ Other _____

4. Performing Authority Agreement

Do you agree the above described work can be done safely? ☐ Yes ☐ No (if no, return to Requestor)

Performing Authority Name: _____

Performing Authority Signature _____

5. Approvals

	Print Name	Signature	Date
Manager			
Electrician			

Section 1 – Location/Space
Describe the equipment or identify by name if applicable. Expiration time is the time that the permit expires. A new permit must be authorized if work is necessary beyond the time frame allowed by the initial Energized Electrical Work permit.
Section 2 – Work to be Performed
Include a detailed description of the scope of work to be performed and the electrical sources involved.
Section 3 – Safety Precautions
This section contains a checklist of preparations that must be completed prior to issuing the permit. Indicate Yes or No for each and include comments as needed.
Section 4 – Performing Authority Agreement
The Performing Authority must sign to indicate their agreement that the work can be performed safely. The permit shall be returned to the requestor if the Performing Authority does not sign.
Section 5 – Approvals
All listed parties must sign to approve the permit. The permit should not be signed until all of the attached documentation has been reviewed.