

MSMPER202

Observe Permit Work

Learner Guide Instructions

Who is this document for?

The learner.

What is in this document?

- Course information that matches the PowerPoint presentation.
- Review questions.
- Practical assessment instructions for learners.

What do you need to do before you use it for the first time?

1. Rebrand the document.
2. Review the document as part of your validation process.
3. Set the reading and test time limits that are highlighted in pink at the end of the document.

See the 'Read Me First' document for a complete set of instructions on how to use these resources.



LEARNER GUIDE

MSMPER202 Observe Permit Work

Learner Name:	
Learner ID:	
Learner Contact Number:	
Learner Email Address:	
Date Training Commenced:	

This Book Contains:

- Course Information.
- Review Questions.
- Practical Assessment overview and instructions.

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1.1 Introduction



This course is based on the unit of competency **MSMPER202 Observe Permit Work**.

You will learn about:

- ◆ Preparing for observing permit work.
- ◆ Controlling the permit site.
- ◆ Tasking appropriate action for potential incidents.
- ◆ Completing your work.

In some organisations permits are known as 'clearances'.

1.1.1 Overview

A safety observer, also called sentry, hole watcher or a fire watch on some sites, is a role that is required by some permits, depending on the nature of the tasks being completed.

Tasks may include:

- ◆ Confined space entry.
- ◆ Working near electrical hazards such as overhead power lines.
- ◆ Hot work.
- ◆ Excavations.
- ◆ Working at heights.



The primary job of the safety observer is to observe the permit work, including maintaining communication with all workers, and ensure that all tasks are being conducted in accordance with the permit conditions and that all workers are safe at all times.

They can stop permit work, but they do not have the authority to restart works.

The safety observer role can be performed by a competent person, who may be a member of the work team or an operator.

- ▶ They must not be involved in any form of work other than to observe the work under the permit while they are performing the role of safety observer.

A 'competent person' is a person who has, through a combination of training, education or experience, acquired knowledge and skills enabling that person to correctly perform a specified task.

1.1.2 Permit Control Systems

Each site will have a permit control system that is based on the tasks and activities being carried out.

You need to understand all aspects of the system that applies to your site. This could include:

- ◆ Types of permits.
- ◆ Frameworks relating to legislation, regulations and/or standards.
- ◆ Roles and responsibilities of concerned parties under the permit system.
- ◆ Equipment which can and cannot be used for different types of permit.
- ◆ Alternative ways of conducting a job.



As someone who observes permits, you need to understand your organisation's standard procedures and work instructions, and be able to implement them correctly, safely and within appropriate timeframes.

A working knowledge of the procedures used during all hazardous tasks and activities will ensure that you can appropriately observe the conditions and requirements on the permit.

Review Questions

1.	What is the primary job of a safety observer?	<input type="checkbox"/>
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2.

What is a sites permit control system based on?



1.3 Types of Work Permits



It is important to make sure the right type of permit has been issued for the activities you are observing. When determining the type of permit/s required you will need to take into account the materials, equipment, processes and organisational procedures involved in the activity or situation.

You can then be sure that the correct permit has been issued with the most appropriate conditions and requirements for the work being completed.

You will also be able to observe the work to check it is being completed in accordance with the permit.

Always refer to your site procedures and safety officers if you need assistance in identifying the correct permit for each situation.

The types of permits and the work they cover include:

- ◆ Excavations, i.e. any pit or trench being dug.
- ◆ Cold work/general permit to work.
- ◆ Increased hazard permits.
- ◆ Electrical permit – for activities involving work with electricity or electrical appliances.
- ◆ Permits covering the use of plant and equipment that may present hazards to operators and the site.
- ◆ Confined spaces.
- ◆ Hot work, i.e. any activities that may generate a spark or situation that could result in ignition of a fire.
- ◆ Vehicle entry permits – used when vehicle access to an area is not standard.
- ◆ Minor works or repairs.
- ◆ Working at heights.
- ◆ Other special permits, e.g. plumbing, gas work.



1.3.1 Working in Confined Spaces

Working in confined or enclosed spaces can be extremely dangerous and can lead to serious injury, illness or death for individuals or whole groups of workers.

A confined space can increase a worker's risk of being overcome by fumes, gases or lack of oxygen, damage to hearing through increased noise or vibration, extreme temperatures and injury through falls and slips.

It is very important that you are able to correctly identify a confined space in order to ensure the appropriate permit is issued.



The Australian Standard (AS2865) defines a confined space as follows:

'An enclosed or partially enclosed space that is not intended or designed primarily for human occupancy, within which there is a risk of one or more of the following:

- a)** An oxygen concentration outside the safe oxygen range.
- b)** A concentration of airborne contaminant that may cause impairment, loss of consciousness or asphyxiation.
- c)** A concentration of flammable airborne contaminant that may cause injury from fire or explosion.
- d)** Engulfment in a stored free-flowing solid or a rising level of liquid that may cause suffocation or drowning.'

The new Work Health & Safety (WHS) regulations also define the conditions that determine what a confined space is. You can use the table below to help you ascertain if the space that is to be worked in constitutes a confined space:

Question	Yes or No
Is the space enclosed or partially enclosed?	
Is the space not designed or intended primarily to be occupied by a person?	
Is the space designed or intended to be at normal atmospheric pressure while any person is in the space?	
Could the atmosphere have oxygen concentration outside of the safe oxygen range?	
Could the atmosphere have a concentration of airborne contaminant that may cause fire or explosion?	
Could the atmosphere have harmful concentrations of any airborne contaminants?	
Could there be a risk of engulfment?	
A space is classified as confined if you answer YES to all of questions 1-3 AND at least 1 of questions 4-7.	



It is important to note that not all states/territories have implemented the WHS regulations. Always check and adhere to the rules and guidelines that are applicable to the state/territory that you are working in.

Confined spaces may include:

- ◆ Pipes.
- ◆ Silos.
- ◆ Underground sewers.
- ◆ Shafts.
- ◆ Containers.
- ◆ Vats.
- ◆ Tanks.
- ◆ Pits.
- ◆ Ducts.
- ◆ Flues.
- ◆ Chimneys.
- ◆ Pressure vessels.
- ◆ Wet or dry wells.



A person is considered to have entered a confined space when their head or upper body is within the boundary of the confined space.

Anyone entering a confined space must have specific training and a good understanding of Australian Standard AS 2865.

Even with a permit, you must have confined space training before entering the space.



1.3.1.1 Types of Confined Space Work

There are many reasons why a worker may need to enter a confined space:

- ◆ Cleaning and removing waste.
- ◆ Repair work, e.g. welding or cutting.
- ◆ Installing pumps and motors.
- ◆ Painting, sand blasting or applying surface coatings.
- ◆ Reading of meters, gauges and dials.
- ◆ Installing, repairing or inspecting cables, e.g. telephone, electrical or fibre optic.
- ◆ Tapping, coating or testing of piping systems, e.g. steam, water or sewage.
- ◆ Inspection of plant or equipment.
- ◆ Constructing a confined space, e.g. industrial boiler.
- ◆ Rescuing people who are injured or overcome by fumes.



Some specific hazards associated with confined space work include:

- ◆ Atmospheric hazards.
- ◆ Fires and explosions.
- ◆ Heat or smoke.
- ◆ Obstructions.
- ◆ Limited head spaces.
- ◆ Slippery surfaces.

1.3.2 Hot Work

A hot work permit is issued for work that **WILL** generate any source of ignition, such as flame, spark or temperature sufficient to ignite flammable material.

'Hot work' can include tasks such as:

- ◆ Oxy cutting and welding.
- ◆ Brazing and soldering.
- ◆ Arc welding.
- ◆ Repairs and alterations done using heat producing equipment such as blow lamps.
- ◆ Grinding and high speed friction cutting.



If a worker has to undertake welding or any other allied process, they must abide by the requirements outlined in Australian Standard AS1674.1 Safety in welding and allied processes.

This standard covers all hot work activities and must be applied to all hot work in confined spaces.

Some specific hazards associated with hot work include:

- ◆ Manual handling.
- ◆ Heat.
- ◆ Fumes and gases.
- ◆ Shocks, sparks or incorrect wiring.



1.3.3 Working at Heights



Working at heights includes any situation where a worker, or other nearby person, is exposed to a risk of falling (from one level to another) that is likely to cause injury to the worker or person.

Generally this includes work conducted:

- ◆ In or on plant or a structure that is at an elevated level.
- ◆ In or on plant that is being used to gain access to an elevated level.
- ◆ Near an opening through which a person could fall.
- ◆ Near an edge over which a person could fall.
- ◆ On or near a surface through which a person could fall.
- ◆ On or near a slippery, sloping or unstable surface.

Wherever possible, the need to work at heights should be eliminated, however if this option is not reasonably practicable, the Code of Practice 'Managing the Risk of Falls at Workplaces' outlines the steps that should be taken to minimise the risk involved.

Any work that has to be conducted at heights requires adequate training, instruction and the employment of a system of fall protection.

Some specific hazards associated with working at heights include:

- ◆ Slippery surfaces.
- ◆ Sloping surfaces.
- ◆ Inadequate lighting.



1.3.4 Cold Work/General Permit to Work

A cold work or general permit is issued for non-routine hazardous work that **WILL NOT** generate any source of ignition, such as flame, spark or temperature sufficient to ignite flammable material (i.e. **NOT** hot work).

Some examples of these types of work include:

- High pressure water jetting.
- Removal of safety guards, handrails, gratings and fixed ladders.
- Pressure testing (all situations).
- Work involving spraying of pesticides or insecticides.
- Chemical cleaning or use of solvents.
- Handling of hazardous substances (e.g. toxic/corrosive chemicals, asbestos, etc.).
- Erecting or dismantling scaffolds.
- Any non-routine and potentially hazardous activity.
- Any activity requiring specific control measures to confirm safety.

1.3.5 Excavation

Excavation involves the penetration of any ground surface either by hand (e.g. with a shovel or jack hammer) or with excavating machinery (e.g. an excavator or backhoe).

This permit is required to ensure no underground services pose a risk to those working and to preserve the structural integrity of nearby structures.

Generally this kind of permit requires contact with an underground services authority to identify the position of underground utilities.

If excavation will be conducted by mechanical equipment (trenchers, backhoes etc.) a designated spotter may be required under permit conditions to ensure adequate observation to prevent contact with overhead power lines and to observe for any unusual objects or sounds from the excavation. In most cases this person will be dedicated to this role and identified by name in the permit.



Review Questions

3.

List 5 types of work permits.



1.

2.

3.

4.

5.

4.

When does a person need a confined space permit to conduct work?

