PERMIT TO WORK
COURSE CONTENT OVERVIEW

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This Permit to Work course teaches the learner about what type of work activities may require a permit to work and what they should include if so. It explains the duties of those involved in its creation and those who supervise and carry out the work it covers. By completing this course, you'll understand how to prepare permits if your role requires it and how to properly follow them if your workplace is issued one.

Module One: Introduction to Permits to Work

This module introduces the learner to why permits are necessary for certain high-risk activities. It gives a brief overview of what everyone is responsible for regarding their creation and when following them during work.

- What is a permit to work?
- What type of work may require a permit?
- When is a permit to work required?
- Who is responsible for permits?
- Why permits to work are important
- Health and safety law

Module Two: Creating a Permit to Work

This module details each section that should be included in a permit to work and what information they should contain. It gives examples of precautions that the premises may need for their high-risk work and explains the importance of acceptance, hand back, and handover procedures.

- Details of the work
- Hazards and risks
- Precautions and procedures
- Training and competence
- Personal protective equipment
- Other sections
- Design of permits

Module Three: Permits to Work in Practice

This module covers the duties that people need to follow before a workplace can receive a permit and commence work. It also looks at the importance of everyone receiving the right level of training and knowing what to do if they need to suspend the work.

- Issuing permits to work
- Training and competence
- Displaying permits
- Potential difficulties

Aims of the Training

By the end of this course, learners will understand:

- What types of work may require a permit to work and why.
- Who is responsible for preparing and issuing permits.
- What duties supervisors and workers have under permits.
- What information a permit to work should contain.
- What personnel must do before permits are issued and when they are in place.
- The importance of displaying permits and making sure everyone is familiar with them.
- What people should do if a permit is in place and they face difficulties during work.

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