

WEYMOUTH HARBOUR - CLEARANCE TO WORK

Job Information:

Location:	Vessel Name (if applicable):
Description of work to be undertaken:	

Contractor Information:

Name:	Company:
Address:	Email:
Telephone:	Mobile:

Note: None of the above works are to be started without notifying the Harbour Office

1. All contractors must comply with Health and Safety at Work regulations	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2. All contractors must provide Weymouth Harbour with a risk assessment and method statement relevant to the work being undertaken.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
3. Is the area clear of dangerous/combustible materials /liquids and safe for work to be undertaken?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4. All areas of work must be clearly demarcated by the contractor with suitable signage and barriers as necessary to prevent unauthorised access.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
5. Works must only be undertaken at the agreed time, by arrangement with Weymouth Harbour	Yes <input type="checkbox"/>	No <input type="checkbox"/>
6. Suitable and sufficient Personal Protective Equipment must be provided by the contractor and used as necessary by all employees and sub contractors.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
7. All work areas must be maintained in a clean, tidy, safe and proper condition at all times.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
8. All waste arising from the works must be disposed of in accordance with Weymouth Harbours waste management plan	Yes <input type="checkbox"/>	No <input type="checkbox"/>

9. All employees or sub-contractors undertaking any works must have suitable and sufficient training for the work being undertaken.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
10. No works requiring a specific permit will be undertaken until that permit has been approved	Yes <input type="checkbox"/>	No <input type="checkbox"/>
11. All work must be undertaken in accordance with current legislation and approved codes of practice.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
12. All contractors must provide Weymouth Harbour with evidence of adequate insurance cover.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Details of any site specific risks, special conditions, or precautions needed:		
Work commences when?	Date	Time
Works finishes when?	Date	Time
<p>I have personally examined the above precautions and am satisfied that all necessary safety arrangements have been taken and will be maintained for the duration of the work.</p> <p>I will immediately report to Weymouth Harbour any incident accident or dangerous occurrence.</p> <p>I will inform Weymouth harbour when works are complete.</p> <p>I will sign off the permit when works are complete.</p>		
Name:	Signature:	Date:

To be completed by Weymouth Harbour

Permission Granted: <input type="checkbox"/>	Signature:	Date:
Permission Refused: <input type="checkbox"/>		

We are committed to protecting your personal data; our Privacy Notice can be found on our [website](#) or please ask for a copy.

**Harbour Masters Office, 13 Custom House Quay, Weymouth. Dorset DT4 8BG
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