

FORM M - HIDRA & Authority to Work Checklist for Planned Work

Water assets: < 250mm, or 250mm & greater already identified as W3 with low customer and system risks

Project Title / Name & MAXIMO number:

ISOLATION PLANNING

Does project involves confined space entry or excavation with a depth of 1.5 m or greater? If N , W3: Single Barrier Routine, If Y , W4: Double Barrier OR W5: Single Barrier with second control other than additional barrier		Y <input type="checkbox"/> N <input type="checkbox"/>
Method of hydraulic flow isolation / flow management (circle relevant):		W3, W4, W5
If W5 , select one second control (tick)	Monitor SV to prevent valve from being accidentally operated OR Lock single valve so it cannot be operated OR Use a barrier (eg plate) to stop access to single valve so it cannot be operated	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Are valves to be operated and method for proving isolation identified on attached plan(s)?		Y <input type="checkbox"/> N <input type="checkbox"/>

1. Plan Approved by Responsible Manager or Delegated Rep : _____ Date: _____

ISOLATION IMPLEMENTATION

Hazard	Impact		CONTROLS	CONTROLS HAVE BEEN IMPLEMENTED		
<i>What can harm you?</i>	<i>What can happen?</i>	<i>How it can happen?</i>		Yes	No	
Engulfment of the work site	Drowning of personnel	SVs isolating main are operated during works	<ul style="list-style-type: none"> All isolation valves to be operated and tagged by the authorised person 	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Engulfment of the work site	Drowning of personnel	Unanchored / unrestrained valves	<ul style="list-style-type: none"> All 1st barrier SVs to be greater than 10m from work excavation or double barrier to be implemented 	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Engulfment of the work site	Drowning of personnel	Internal leaking of isolation valves	<ul style="list-style-type: none"> FIFM completed & successfully proven via: (eg hydrant outside No.36 Kay St) 	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Engulfment of the work site	Drowning of personnel	Entrapment in: <ul style="list-style-type: none"> a confined space or an excavation with a depth of 1.5 m or greater 	<ul style="list-style-type: none"> Double barrier isolation OR Lock single valve so it cannot be operated OR Prevent access to the single valve by using a barrier (such as a plate) OR Monitor SV to prevent valve from being inadvertently operated 	Yes <input type="checkbox"/> <small>(circle which control applied)</small>	No <input type="checkbox"/>	

Work can proceed only if controls for hazards identified as applicable have been implemented. If "No" has been marked for any of the above cease work and refer to Team Leader / Manager. The FIFM incorporates the relevant SWMS.

Work cannot commence this section has been signed	Name (Print)	Signed	Date
2. FIFM completed as per HYDRA plot & I have personally witnessed the FIFM successfully proven	Responsible Person Implementation		
3. Controls for hazards identified above as applicable have been applied	Responsible Person Implementation		
4. Work Authorised to commence	FIFMP coordinator		
5. Authority to commence acknowledged	Service Provider		

RECOMMISSIONING

6. Work has been completed to the stage where the asset is now available for recommissioning	Service Provider			
7. Asset is now available for recommissioning	FIFM Plan Coordinator or delegated rep			
8. Authority to recommission assets acknowledged	Responsible Person Implementation			
9. Recommissioning complete, system returned to normal operation, FIFM Plan Coordinator notified	Responsible Person Implementation			