



# CONFINED SPACE PERMIT

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A permit is required for any confined space entry.

For a space to be considered confined it must meet all three points below:

1. an enclosed or partially enclosed space **and**
2. not intended or designed primarily for human occupancy **and**
3. may present a risk from one or more of the following at any time:
  - unsafe concentration of harmful airborne contaminants
  - unsafe concentration of flammable substances
  - unsafe levels of oxygen
  - substances that can cause engulfment.

Examples in villages include but are not limited to:

- Sewer macerating pump chambers
- Fountain pump chambers
- Large underground mains valve chambers
- Large header tanks with internal componentry
- Soak holes
- Bore Pump chamber

**The permit only be issued for the current day. The permit may be extended for a further day; however, testing must be re-done before entry.**

For any questions, please contact the Health and Safety Team  
[healthandsafety@rymanhealthcare.com](mailto:healthandsafety@rymanhealthcare.com) or ask on **#help-donesafe**.

# CONFINED SPACES PERMIT

**Please note:** All 3 elements must be present for a confined spaces permit to be required. If one is not present, a permit is no required



For help or questions on permits, please contact [#help-donesafe](#)



# PERMIT TO BREAK GROUND

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A permit is required when breaking ground with any plant or equipment, and breaking ground with materials at any depth.

*A permit is not required when replacing plants at the same depth (e.g. annual planting).*

Examples in villages include but are not limited to:

- Digging a trench to repair lighting cables
- Digging out the lawn to replace it with a garden bed
- Excavating by hand (digging up a waterline to replace it)
- Mechanical excavation (a digger is used to replace a failed asphalt driveway)
- Cutting the slab of a town house to replace drainage

**The permit can be issued for up to one week. The permit may then be reissued for up to an additional 7 days.**

For any questions, please contact the Health and Safety Team  
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## PERMIT TO BREAK GROUND

**Any of the 3 scenarios below require a permit to break ground.**

Exceptions: When replacing plants at the same depth such as annual planting.

REPLACING  
PLANTS AT A  
DIFFERENT DEPTH

PLANTING NEW  
PLANTS IN A  
NEW SPOT OR  
DEPTH

DIGGING OR  
BREAKING  
GROUND AT A  
RYMAN VILLAGE

**A PERMIT TO BREAK GROUND IS REQUIRED**

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# ELECTRICAL PERMIT

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A permit is required for any high-risk electrical work.

This includes, but is not limited to:

- Any work involving live single or three-phase power.
- Any work that is defined in the Electricity Safety (General) Regulations 2019 and the Electrical Safety Act 1998 involving high-voltage installations.
- Non-routine electrical work (i.e. work that is not planned or usually done or occurs infrequently).

All electricians and electrical tradespersons must be registered with Energy Safe Victoria (ESV) and hold a current practising license for the work being undertaken. Under no circumstances is the work to be performed by someone working under supervision.

Examples in villages include but are not limited to:

- Non-routine work on the main switch board which requires isolation of mains power
- Working on a circuit that is unable to be de-livened

**Electrical permits can only be issued for a maximum of one working day. They cannot be extended.**

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# HOT WORKS PERMIT

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Hot work includes any process that generates flames, sparks, or heat.

This includes, but is not limited to:

- Cutting
- Grinding
- Welding
- Brazing
- Soldering
- The use of blow torch
- Abrasive disc cutting

Examples in villages include but are not limited to:

- Soldering or brazing on a piece of HVAC plant or its pipe work
- Sharpening tool using an angle grinder
- Using a heat source to form a vinyl floor covering
- Welding a handrail in situ (e.g., pool hand rail)
- Use of a blow torch in remediation of a torch on roofing product
- Cutting concrete when there is steel reinforcement

**Hot Works Permits can only be issued for the current day. They cannot be extended.**

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# WORKING AT HEIGHT PERMIT

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A height permit is required where potential for a fall exists due to a non-routine job activity.

Such non-routine job activities include, but are not limited to:

- Erecting or dismantling a fixed scaffold
- Any work that requires the use of a harness
- Accessing or working on a roof where there is no physical edge protection and 2.0m from the edge or less. If a roof has a pitch of
- 25 degrees or greater, a height permit must be obtained (regardless of whether there is edge protection or not)
- Installing edge protection where a potential to fall is 2 metres or more e.g., roof or scaffold
- Working in a man cage
- Working on a swing stage or suspended scaffold

Examples in villages include but are not limited to:

- Installing edge protection on a roof which was not built with edge protection
- Using a scissor or boom lift to access an inaccessible light fitting
- Working on a townhouse roof (that has a roof pitch higher than 25
- Erecting or dismantling of fixed scaffolding
- Accessing roof plant deck using a man cage

**The permit can be issued for up to one week. The permit may then be reissued for up to an additional 7 days.**

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