Electrical Isolation Permit

Hollins & Reed Contracting Ltd

Permit no.	Site	Exact location
HR-0423	**Unit 3, Canal Side Business Park**	**Plant room, board DB-2**

Details					
Contractor	Hollins & Reed	**Issued to**	Callum Whittle	**Valid from**	26/10/26 08:00
Valid to	26/10/26 16:30	**RAMS ref**	HR-RAMS-13	**Isolation cert**	ISO-0423

The work	
Equipment or circuit	Sub-main board DB-2, fed by main switchboard ways 4 and 6, with a generator inlet.
Work to be done	Replace DB-2, re-terminate its circuits. No live work. Any change needs a new permit.

Circuit isolated	Point of isolation	Lock no.	Tag	Proved dead by	Test instrument
Incomer A, general	Main switchboard way 4	L1	T1	Glen Aspinall	Tester V1, unit P1
Incomer B, Tanyard Air	Main switchboard way 6	L2	T2	Glen Aspinall	Tester V1, unit P1
Generator inlet	Inlet isolator beside DB-2	L3	T3	Glen Aspinall	Tester V1, unit P1

Precautions	Done	By
Isolated at the source	☑	Glen Aspinall
Locked and tagged	☑	Glen Aspinall, box B1
Fuses or links held safe	☐	Not needed. Breakers
Proved dead at the work, tester proved	☑	Glen Aspinall
Earthed where needed	☐	Not needed. See below
Equipment marked, danger notices up	☑	Callum Whittle
Adjacent live parts screened	☑	Callum Whittle
Key held by	☑	Whittle, Tunnicliffe

Hazards							
Live parts nearby	☑	**Stored energy**	☐	**Back-feed**	☑	**Generator, inverter**	☐
Capacitors	☐		☐		☐		☐

People on this permit: name	Company	Briefed
Callum Whittle	Hollins & Reed	☑
Kieran Tunnicliffe	Tanyard Air	☑

Other conditions
Before issue: 07:10 ways 4, 6 and inlet isolator off. 07:15 L1 to L3 on, keys in lock-out box B1, Whittle and Tunnicliffe each lock it, keep their key. 07:18 tags on. 07:25 tester proved on P1. 07:30 DB-2 proved dead, every way and conductor, no back-feed at inlet. 07:50 tester proved again. 07:52 screen, danger notice up at main switchboard. 07:55 issued.
Main switchboard stays live. No earths: low voltage, inlet locked, no generator on site.

Sign-off	Name	Signature	Date	Time
Issued: precautions checked	Glen Aspinall	signed	26/10/26	07:55
Accepted: permit understood	Callum Whittle	signed	26/10/26	07:58

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Cancellation	
Work complete	15:40. New DB-2 fitted and re-terminated. BS 7671 dead tests done, results on the certificate.
Tools and earths removed	Cleared by Callum Whittle: tools out, covers on. No earths were fitted.
People clear	Callum Whittle and Kieran Tunnicliffe told the board is going live, 15:48.

Handback	
Locks removed by	Callum Whittle and Kieran Tunnicliffe took their locks off box B1 at 15:50. Glen Aspinall took off L1 to L3 at 15:55. Tags and notices off.
Re-energised at	16:00 way 4, 16:05 way 6, by Glen Aspinall.
Tested by	Callum Whittle: live tests after energising passed. Fans run, checked by Kieran Tunnicliffe.
Notes	Certificate EIC-0423 in the job file. Screen at the main switchboard down at 16:15.

Sign-off	Name	Signature	Date	Time
Extended: new end time	Not extended			
Cancelled: area checked	Glen Aspinall	signed	26/10/26	15:48
Handed back: area returned	Glen Aspinall	signed	26/10/26	16:20