Permit to Dig

Hollins & Reed Contracting Ltd

Permit no.	Site	Exact location
HR-0419	**Unit 3, Canal Side Business Park**	**East yard, gully to manhole MH2**

Details					
Contractor	Hollins & Reed	**Issued to**	Priya Shah	**Valid from**	14/10/26 08:00
Valid to	14/10/26 16:30	**RAMS ref**	HR-RAMS-09	**Drawing, date**	HR-D-02, 05/10/26

The work	
Where, depth, method	Trench 6 m long, 1.2 m deep. Breaker through concrete, then mini excavator with a spotter.
Hand dig zone	Hand tools only near marked lines. Breaker 500 mm off them. Insulated tools by the cable.

Hazards							
Electricity	☑	**Gas**	☑	**Water**	☑	**Telecoms**	☐
Drains and sewers	☑	**District heating**	☐	**Contaminated ground**	☐	**Unstable ground**	☑
Water ingress	☑	**Traffic**	☑	**Services unknown**	☐		☐

Precautions	Done	By
Drawings obtained and dated	☑	Dan Hollins, 05/10/26
Scanned with locator and signal generator	☑	Dan Hollins, 13/10/26
Services marked on the plan and ground	☑	Dan Hollins
Trial holes hand dug	☑	Priya Shah, two holes
Services exposed and supported	☐	Not needed. None crossed
Edge protection and ladders in place	☑	Reece Ollerton
Spoil kept back from the edge	☑	Reece Ollerton
Sides supported or battered	☑	Priya Shah, supports
Inspected at the start of each shift	☑	Dan Hollins
Gas monitoring, traffic management	☑	Reece Ollerton, barriers

Services made dead	How	Locked	Tag	Proved by
Nothing isolated	All services stay live	☐		

People on this permit: name	Company	Briefed
Priya Shah	Hollins & Reed	☑
Reece Ollerton	Hollins & Reed	☑

Other conditions
Treat every service as live. Re-scan as the trench deepens. Unknown service, stop and ring 0161 496 0142.
Cable struck, driver stays in the cab. Nobody goes near until the owner makes it safe.

Sign-off	Name	Signature	Date	Time
Issued: precautions checked	Dan Hollins	signed	14/10/26	07:45
Accepted: permit understood	Priya Shah	signed	14/10/26	07:50

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Excavation inspections			
Date	**Time**	**By**	**Result**
14/10/26	13:00	Dan Hollins	Trench at 0.9 m. Supports in, sides sound, barriers up.
15/10/26	07:45	Dan Hollins	Start of shift, after rain. Pumped out. Sides sound.
15/10/26	12:45	Dan Hollins	Before backfilling. Sides, supports and barriers sound.

Cancellation	
Backfilled or secured	Backfilled in layers. Concrete reinstated 15 October. No concrete around services.
Services as found	Cable and gas pipe where the drawing shows. Neither touched.
Drawings marked up	New drain added to HR-D-02. Copy to the site plan.

Handback	
Isolations removed	None were made
Area returned to	Thornley Vale Estates Ltd, site keyholder
Notes	Yard open again. Barriers gone.

Sign-off	**Name**	**Signature**	**Date**	**Time**
Extended: new end time	Dan Hollins, to 15/10 16:00	signed	14/10/26	16:15
Cancelled: area checked	Dan Hollins	signed	15/10/26	15:30
Handed back: area returned	Dan Hollins	signed	15/10/26	15:40