100% Safe SHE BULLETIN





Out of Hours Work Authorisation

We have recently experienced a number of incidents that occurred out of hours or at a weekend.

Investigations into these incidents highlighted that additional planning to understand the risks associated with these works, and the levels of management and resource required, may have prevented them from occurring.

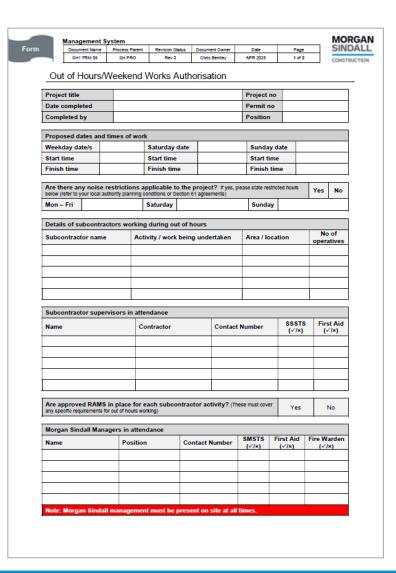
To assist in the planning and control of these activities, we are introducing an Out of Hours/Weekend Working Authorisation process.

This requires project teams to submit their plan for out of hours work to their regional senior management for review and approval.

This must be undertaken at least 24 hours prior to the work commencing, and work must not commence until approval has been given.

The form can be found on the IMS by following this link <u>SH1 FRM 06 Out of Hours Permit.docx</u>

Additional guidance can also be found on the form.















REFERENCE	ISSUED	DISPLAY UNTIL
SHE-BUL-2025_021	APR 2025	JUNE 2025