



Permit Required Activities

Introduction

This toolbox talk covers **permit-required activities** at IWS. It outlines when a permit is needed, what types of work require permits, and where to find the forms and procedures. All IWS employees and affiliates must follow these requirements before beginning work.

Permits help ensure that hazards are identified, appropriate controls are in place, and work is performed safely and in compliance with OSHA regulations. Permits and related procedures are available at:

- **Permits Page:** <https://iws.support/permits-electronic>
- **Procedures Page:** <https://iws.support/procedures-individual>

Permit Types Required by IWS:

1. Confined Space Entry (CSE)

- Before entering any confined space, a **Non-Permit Confined Space Entry Checklist** must be completed.
- If the checklist shows that hazards are present, a **Permit-Required Confined Space Entry Permit** is required.
- The goal is to maintain confined spaces in a condition where only non-permit entry is needed, but this must be verified every time.

2. Energized Electrical Work

- An **Energized Electrical Work Permit** must be completed before performing work on live electrical equipment.
- Only qualified and trained individuals may perform this work.
- The permit documents the justification for live work, required PPE, and risk controls.

3. Trenching and Excavation

- A **Trenching and Excavation Permit** is required before starting any trench or excavation work, regardless of depth.
- This permit confirms that underground utility locates have been called in and cleared, soil conditions are understood, and protective systems are planned.
- Permits are not limited to excavations deeper than four feet. The requirement applies to **all** trenching and excavation activities.

4. Hot Work

- A **Hot Work Permit** is required for any hot work (welding, cutting, grinding, etc.) performed outside of a designated hot work area.
- The permit ensures flammable materials are cleared, a fire watch is assigned, and extinguishers are available.

Final Reminders

- Always check the permit requirements before starting work.
- When in doubt, fill out the permit and have it reviewed.
- All permits are available at: <https://iws.support/permits-electronic>
- For guidance on specific tasks, refer to: <https://iws.support/procedures-individual>

Safe work starts with planning. Use permits to do it right the first time.