

Mechanical Isolation Procedure

Form completed by:	
Location	
Date completed:	
Time completed:	

Procedure	Comments
1. Contractor to report to Site Manager for induction.	
2. All RAMS approved by the Site Manager & signed by contractor carrying out the works.	
3. Permit to access issued?	
4. Lock off / isolation procedure?	
5. Identification of pipework including specification	
6. Any contaminated water removed prior to isolation, such as legionella and glycol. If yes please provide waste consignment note	
7. Isolation certificate issued	
8. Should any live water services remain, please note on isolation plans and clearly identify with signage on site	
9. Identification of isolated / disconnected pipework on plans (please submit with form)	

Compliance Monitoring Checklist

Please review the checklist below to ensure that all areas have been considered before works commence

	Yes / No	Comments
Have additional controls (both risk reduction and mitigation) required by assessments been identified in isolation documentation.		
Has the isolation process now been communicated with the principal contractor to allow sufficient communication across the wider site?		
Are other locations affected by this isolation? Please comment		

Site Manager

Sub contractor

COMPANY _____

SIGNED _____

SIGNED _____

PRINT _____

PRINT _____

DATE/ TIME _____

DATE/ TIME _____