

AUTHORISED PERSON PERSONAL LOG BOOK

PRESSURE TESTING



An AP needs to keep notes of their Permit Issue activities which vary depending site works. This form provides a simple check list of typical entries and should be updated 6-monthly.

AP Name:
 Site:
 Time on Site:Months / Years
 Year: 20__
 Period: Jan-June Jul-Dec

The following list summarises the site activities during the past 6 months with respect to the Pressure Systems (tick where relevant):

- <10 permits issued by me during this period.....
- >10 permits issued by me during this period.....
- >20 permits issued by me during this period.....
- Accidents / Incidents investigated..... None
- AE Audit actions reviewed / actioned / completed
- AE Audit undertaken on the site / complex
- All pressure testing completed
- Busy period with numerous permits issued
- Competent Person assessments made by me
- Current programme is not in the "Permit Issue" phase
- I have Audited the site / sub-contractor activities
- Mechanical / Site Safety Plan Produced / Commented on / Signed
- My AP Site Competency Appointment Extended.....
- New project only minimal site works
- No permits issued by me during this period
- Pressure Systems Annual Insurance Inspection(s) undertaken N/A
- Regular involvement in site H&S Activities.....
- Safety Programme(s) & RAMS produced for pressure testing works

Signed:
 Date:

Please file in the site Document Cabinet & email copy to the AE

Any queries please contact the Authorising Engineer: david.smith@tsaservices.co.uk

www.tsaservices.co.uk