



Certificate Number

# Ground Disturbance Certificate

Everyone Has The Authority & Obligation To Stop Unsafe Work

Site	Performing Authority Name	Company
Specific Location		
Purpose of Ground Disturbance		

**A Ground Disturbance Certificate is not a Permit to Work**

Ground Disturbance Details

Maximum depth of excavation	Excavation Area/Size										
Will excavation restrict/close a roadway?	Working with the vicinity of overhead power lines?										
Will excavation reach water table?	Is structural or building support required?										
Will contaminated soil be excavated?											
Excavated material disposal method & location											
Does contaminated water runoff or leachate need to be managed? If yes, how?	Note: adding to site water treatment may cause environmental compliance issues.										
Collapse prevention method											
Collapse prevention from loads at excavation											
Access/egress method and location - persons											
Access/egress method and location - machinery											
Barricades required for fall prevention during work											
Standby / spotter in attendance											
During dark hours, Lighting required	Will the excavation be a confined space?										
Other controls (specify)											
P&IDs/Drawings attached											
Documentation required	<table border="1"> <tr> <td>BP TRA</td> <td>CSE Permit</td> <td>Hot Work permit</td> <td>Work Clearance Form</td> <td>Rescue plan</td> </tr> <tr> <td>Marked up drawings</td> <td></td> <td>Other</td> <td>specify</td> <td></td> </tr> </table>	BP TRA	CSE Permit	Hot Work permit	Work Clearance Form	Rescue plan	Marked up drawings		Other	specify	
BP TRA	CSE Permit	Hot Work permit	Work Clearance Form	Rescue plan							
Marked up drawings		Other	specify								
Associated document references (eg permit number):											

If work on excavation is suspended, excavation to be checked by a competent person (the performing authority or the issuing authority) each to ensure excavation remains in a safe condition. (maximum of 30 days)

**Mandatory for all ground disturbance:**

**Comply with BP Procedures PRO4.5-0001-1-03 Ground Disturbance, and PRO4.5-0001-1-01 Permit to Work**

Barriers to be in place around excavations when work is not being carried out.

For excavations deeper than 1.2 metres or within 6 metres of high traffic areas, hard barriers must be used.

Identified Service

Electric/high voltage cables	
Communication cables	
Pipework	
Other - specify	
<b>If "Yes" to any of the above, mitigation of risk to be clearly defined</b>	
Approved equipment to be used (e.g. hand tools only, excavator)	

Validation

Name	Signature	Date
I, the Performing Authority, understand and will comply with the conditions on this Ground Disturbance Certificate		
		/ /
I, the Issuing Authority, give permission for the ground disturbance to be carried out in accordance with the above conditions		
		/ /

Close

Name	Signature	Date
I, the Performing Authority, confirm this Ground Disturbance complete. Ground conditions restored.		
		/ /
I, site manager/Issuing Authority, confirm the Area inspected. Certificate rescinded		
		/ /



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**If the depth of the ground disturbance is 600mm or greater, the site must be inspected by a Competent Person (Issuing Authority or Performing Authority) prior to the start of work each day.**  
**If the depth of the ground disturbance is greater than 1.2 metres, the site must be inspected by a Competent Person (Issuing Authority or Performing Authority) at the time intervals specified on the front page of this certificate, to ensure that the ground disturbance is not a safety hazard during periods that work is not being carried out.**

I declare that the work area is safe and ground disturbance site is stable and safe.

Competent Person Name \_\_\_\_\_ Signature \_\_\_\_\_ Date   /  /   Time \_\_\_\_\_

Next assessment of ground disturbance shall be carried out \_\_\_\_\_

I declare that the work area is safe and ground disturbance site is stable and safe.

Competent Person Name \_\_\_\_\_ Signature \_\_\_\_\_ Date   /  /   Time \_\_\_\_\_

Next assessment of ground disturbance shall be carried out \_\_\_\_\_

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