



# revalidating a permit

## ePTW tool quick reference guide

1. From **Home** page, select **Suspend**.

The screenshot shows the 'Control of Work > Permit to Work' interface. A sidebar on the left contains navigation options: Home, Saved, Apps, and Alerts. The main area displays a grid of eight cards: Draft (5), Draft for Turnaround (0), Validate (2), Approve (19), Live (0), Overdue (0), and Suspend (0). The 'Suspend' card is highlighted with a blue border and a blue callout box containing the number '1' and the text 'From Home page, select Suspend'.

2. **Locate** the “Suspended” permit in the list and click to open.

The screenshot shows the 'Control of Work > Permit to Work > Suspend' interface. A search bar at the top contains '25 Items'. Below the search bar is a table with the following columns: Number, Title, Status, Site, Location, and Equipment. Two permits are listed:

Number	Title	Status	Site	Location	Equipment
AGBAMI-FPSO-298944	Test: TROUBLESHOOT LEAK	Suspended for Emergency	Agbami FPSO	A02 Deck Port	Pump, Stripping HPU #A
AGBAMI-FPSO-298340	MECH: TROUBLESHOOT LEAK ON STRIPPING HPU P-671300	Suspended for Revalidation	Agbami FPSO	A02 Deck Port	Pump, Stripping HPU #A

A blue callout box with the number '2' and the text 'Locate the “Suspended” permit in the list and click to open' points to the first row of the table.

3.-5.  
Navigate to **Step 7** for permit revalidation.

Click **Sign** as Permit Holder or Approver to revalidate and re-accept the permit.

Complete revalidation and re-acceptance of permit.

**3** Navigate to **Step 7** for permit revalidation.

Revalidation periods  
No revalidation periods yet!

Required signatures - (Next period not specified yet)  
(Lifetime 01/13/2023 4:31 PM - 02/12/2023 4:31 PM)

Revalidate by Permit Approver

**Sign**

Required signatures - (Next period not specified yet)  
(Lifetime 01/13/2023 4:31 PM - 02/12/2023 4:31 PM)

Re-accept by Permit Holder

This signature is not required on this Permit.

**5** Complete revalidation and re-acceptance of permit.

**Revalidate by Permit Approver**

Please note in remarks mitigations for any measurement acceptable range and confirm proper notification has been authorization obtained.

I have reviewed the hazard analysis and permit and confirm the requirements (including isolation and gas measurements where adequate for safe execution of work.

Yes  
 No

From \*  
01/13/2023 4:50 PM

To \*  
01/13/2023 6:00 PM

01:09 hours left in the current shift

Remarks

**Re-accept by Permit Holder**

I understand and agree to the permit conditions and have communicated the permit conditions to the Permit Users. I will maintain and verify those conditions throughout the work. I understand my stop work responsibility.

Yes  
 No

From  
01/13/2023 4:57 PM

To  
01/13/2023 6:00 PM  
01:03 hours left in the current shift

Remarks

Sign as Guest