Escape of Water – Work on Wet Systems Permit

This permit template can be adapted as necessary and used to support an organisation's escape of water management systems.

Version: 1.0
Date: 30th October 2026

Aviva: Public

Work on Wet Systems: Permit

The completed form should be returned to the issuer and retained for future reference. The Work on Wet Systems Permit should be regularly audited to ensure compliance with procedures.

A copy to be displayed in the work area and another in the issuing office.

Permit Number		Other Relevant Permit Details	

Section A – Proposal - To be completed by the Permit Issuer.

Company Name					
Site Address					
Exact Location of Proposed Work					
Work undertaken **Note:** Include details on the nature of the work to be undertaken and items worked on.					
Company Undertaking the Works					
Name of Person Undertaking the Works					
Name of Person with Authority to Isolate and Reactivate Wet Systems					
Name of Person Supervising the Works					
Permit Valid on Date		Start Time		Expiry Time	
Name of Watchers					
Anticipated Earliest Time of Final Watch Checks	Continuous Watch		Intermittent Watch		

Section B – Leak Detection and / or Flow Monitoring Isolations and Impairments

Details of System Installed			
Areas Isolated			
Name and Position of Person Completing Isolation			
Name and Position of Person Completing Reinstatement			
Date and Time of Isolation		Date and Time of Reinstatement	

Section C - Issue

I confirm the work area and other areas that may be impacted by the works have been inspected. I have reviewed and completed the attached checklist and I am satisfied that all appropriate precautions and risk controls are in place.

Print Name	
Signature of Permit Issuer	
Date and time	

Section D - Acceptance

- I understand the scope of work and precautions to be taken.
- I will adhere to the safe method of work as per risk assessments and method statements (RAMS).
- I will report any problems or difficulties to the Permit Issuer and raise any alarm in an emergency.

	Signed	Date and Time
Work Supervisor		
Watcher		
Watcher		

Section E - Following Completion of Work

Has the work area, including the equipment being worked on and all adjacent areas, been checked for leaks following any necessary pressure testing?	Yes/No
Have all isolated services and systems been reinstated and are they functioning normally?	Yes/No

	Signed	Date and Time
Works Operator		

Section F - Continuous Watch - The permit should then be returned to the issuer.

TIME INSPECTION COMPLETED - this must be at least 60 minutes after work has been completed.		
	Signed	Date and Time
Watcher		
Watcher		

Section G - Intermittent Watch Checks - To be completed by one of the Watchers.

Intermittent Checks - every 20 minutes for at least one hour or up to a time derived from a risk assessment							
Time	Initials	Time	Initials	Time	Initials	Time	Initials

Section H - Closing - Sign Off by Issuer of Permit.

- I have inspected the works area, and there is no evidence of water / fluid-related damage or leaks.
- Any stipulated pressure testing has been completed for the specified hold period.
- The watch has been completed in accordance with the risk assessment.
- The area has been returned to a condition which is safe for normal/planned occupancy and operations.
- Impairments, including leak detection, etc., have been reinstated, tested and are working normally.

Signed		Date and Time	

Aviva: Public

Checklist

The following checks should be carried out by the Permit Issuer prior to work on wet systems commencing. The person carrying out these checks should tick the appropriate boxes and retain this checklist with the permit.

Issuing Company		**Permit Number**	

General	**Yes**	**No**
Have risk assessments and method statements have been completed/provided and reviewed prior to authorisation of the works?		
Will the isolation of wet services impact other critical processes, activities, equipment or goods?		
Has evidence of appropriate Public Liability Insurance been provided?		
Has the competence of operatives have been reviewed and confirmed?		
Are any hot work operations undertaken as part of the work on wet systems being managed in accordance with a formalised hot works management procedure, including hot work permit?		
Have all relevant stakeholders been informed of the upcoming work?		
Has a Wet Work Permit been issued by a competent, authorised person?		
Are there any permits to work in operation or other planned activities that could be adversely impacted by these works.		

Pre-work Actions	**Yes**	**No**
Have risk assessments and method statements have been completed/provided and reviewed prior to authorisation of the works?		
Have any floor/wall penetrations, cracks and other openings through which a leaking liquid could pass been protected from potential damage?		
Have any electrical and any other sensitive equipment or vulnerable contents and materials been removed or protected from potential damage?		
Have any drains in the location of the work area been checked to ensure they are clear and functioning?		
Are the relevant shut-off/stopcock valves identified, accessible and clearly labelled?		
Will the wet system need to be drained down? If so, is there a system in place to prevent refilling during the work on wet systems?		
Has a competent person or persons been designated as the watch?		
Is adequate spill response equipment available at the work location?		
Is there an emergency response plan in place in relation to liquid releases or leaks?		
Are any hot works being completed in accordance with a formal hot work management programme and hot work permit system?		

During the Works	**Yes**	**No**
Is the work area being continuously watched throughout the period of the work (the watchers cannot be the persons undertaking the work on the wet systems) and continuously for at least one hour and intermittently for a further time period based on a risk assessment?		
Are the watch team authorised, and trained, to respond if a leak/suspected leak occurs, e.g., isolating water supplies, utilising spill kits and following the emergency response plan?		
Are the watch team authorised to stop the works if they are concerned with the exposure created or if there are any issues identified.		
Where works are not completed on one day/shift: • Will a Wet Work Permit be issued and completed each day/shift? • Will the wet system be left in a safe condition before the end of the day/shift? • Have appropriate controls and warning signage been implemented to prevent unauthorised access to the work area by overnight workers or subsequent shifts? • Will suitable endcaps, blanking plates or plugs be installed whenever pipework, appliances, etc., are left unattended or partially dismantled?		
Is a continual watch required during periods when works are not taking place? (the areas should be left unoccupied if there is a risk of leakage).		
Where wet systems remain live or charged during the work, have additional safety measures such as pressure monitoring, pressure gauges, or thermographic imaging been considered?		

Aviva: Public

Completion of the Works	Yes	No
Have risk assessments and method statements have been completed/provided and reviewed prior to authorisation of the works?		
Has the work and work area been inspected and tested, (e.g., pressure testing where necessary) prior to completion and sign off of the works?		
Has system flushing/cleaning been undertaken to remove any residues, swarf, chemicals, etc., before start-up?		
Has a thermal imaging camera been used to confirm that fluid distribution within the wet system is as expected and that no hidden leaks are present?		
Are all stakeholders satisfied that the work has been completed satisfactorily?		
If there are concerns regarding the quality of the work, materials, fittings, or system condition: • Are any adjustments being made until the issue is resolved? • Will the building remain fully supervised and not be left unattended until the issue has been resolved?		
Have all systems, including leak detection, flow monitoring, etc., that were isolated as part of the works been fully reinstated and tested as specified by installers or Original Equipment Manufacturers?		
Have any gas, fire, explosion, security detection, or protection systems affected by the work been reinstated?		
Has the permit to work been closed, signed, and dated?		

Signed		Block Capitals	
Date		Time	

Aviva: Public

Contact Information

Canada

Please visit Aviva Risk Management Solutions | Aviva Canada or email us at arms.canada@aviva.com

Ireland

Please visit Insurance Risk Management | Business Risk Management Insurance - Aviva Ireland or Email us at armsireland@aviva.com

United Kingdom

Please visit Aviva Risk Management Solutions or email us at riskadvice@aviva.com. To speak to one of our advisors, call 0345 366 6666.*

*The cost of calls to 03 prefixed numbers are charged at national call rates (charges may vary dependent on your network provider) and are usually included in inclusive minute plans from landlines and mobiles. For our joint protection telephone calls may be recorded and/or monitored.

Specialist Partner Services

Aviva have created a network of Specialist Partners to complement our in-house capabilities and to enable our policyholders to benefit from a wide range of risk management solutions at preferential rates and terms. Together, we provide solutions to help with the significant challenges of modern-day risk management.

Note: These partner relationships are wholly for the benefit of our policyholders with no income to Aviva.

The following Specialist Partners provide products or services in relation to risk guidance provided, discussed or referenced in this Loss Prevention Standard.

Canada

- Leak detection - Water Leak Detection System | Water-Protec
- Leak detection - AkiSens
- Thermal Imaging - Electrical Service & Solutions Toronto | IPE Canada

For more information please visit: Our Specialist Partner Network | Aviva Canada

Ireland

- Leak detection - LeakSafe
- Thermal Imaging Cameras - Pass

For more information please visit: Insurance Risk Management | Business Risk Management Insurance - Aviva Ireland

United Kingdom

- Leak detection - Leaksafe
- Escape of Water Leak Prevention - Quensus
- Thermal Imaging Cameras - Pass

For more information please visit: Aviva Risk Management Solutions – Specialist Partners

Standards, Sources and Useful Links

Canada

- CA 1. Primary Canadian Code: National Plumbing Code of Canada (NPC)

Ireland

- Irish Plumbing Code of Practice (NSAI S.R. 50 Series)

United Kingdom

- Aviva Escape of Water Risk Management Guidance
- Escape of Water Prevention and Management on Construction Sites: The Joint Code of Practice on the Prevention and Management of Escape of Water on Construction Sites and Buildings Undergoing Renovation
- BS EN 806 Pts. 1-5 Specifications for installations inside buildings conveying water for human consumption
- BS 8558: Guide to the design, installation, testing and maintenance of services supplying water for domestic use within buildings and their curtilages: Complementary guidance to BS EN 806.
- Water Supply (Water Fittings) Regulations
- Water Regulations Advisory Scheme (WRAS).
- Recognised professional bodies include the Chartered Institute of Plumbing and Heating Engineering (CIPHE) and the Chartered Institution of Building Services Engineers (CIBSE).

Additional Information

Loss Prevention Standards

These documents set out best practice recommendations to help reduce the likelihood and impact of losses.

Relevant Aviva Loss Prevention Standards include:

- **Escape of Water - Introduction**
- **Escape of Water - Step 1: Design and Installation**
- **Escape of Water - Step 2: Ongoing Care**
- **Escape of Water - Step 3: Water Management Plan**
- **Escape of Water - Step 4: Emergency Response Planning**
- **Escape of Water - Step 5: Detection and Isolation**
- **Escape of Water - Work on Wet Systems Permit**
- **Escape of Water - Self-Inspection Checklist**
- **Escape of Water - Emergency Response Plan Template**
- **Escape of Water - Water Management Plan Template**
- **Escape of Water - 10 Top Tips**
- **Escape of Water on Construction Sites**
- **Self-Inspections**
- **Use of Thermographic Cameras - General Considerations** and **Checklist**
- **Managing Change - Property**
- **Emergency Response Teams**

Please visit Loss Prevention Standards to view the full library.

Aviva Risks Training Solutions (United Kingdom Only)

Aviva Risk Training Solutions, delivered through our Specialist Partner, SafetyCulture, provide free, bite-sized learning modules exclusively for Aviva policyholders.

Please visit Aviva Risk Training Solutions for further guidance.

Please Note

This document contains general information and guidance only and may be superseded and/or subject to amendment without further notice. By extension, any links to third-party websites do not constitute marketing by Aviva and are included solely for the reader's information and educational purposes. Aviva has no liability to any third parties arising out of ARMS' communications whatsoever (including Loss Prevention Standards), and nor shall any third party rely on them. Other than liability which cannot be excluded by law, Aviva shall not be liable to any person for any indirect, special, consequential or other losses or damages of whatsoever kind arising out of access to, or use of, or reliance on anything contained in ARMS' communications. The document may not cover every risk, exposure or hazard that may arise, and Aviva recommend that you obtain specific advice relevant to the circumstances.

30th October 2026

Version 1.0

ARMSGI5362026

Aviva Insurance Limited, Registered in Scotland Number SC002116. Registered Office: Pitheavlis, Perth PH2 0NH.
Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.

Aviva: Public