

MANHOLE CLOSEOUT CHECKLIST

WORK LOCATION

1. Identification and Work Zone Details

NC-2 Permit: WP-

Date of Closeout: 20

Manhole ID:

Description of Location:



CALL FOR INSPECTION:
617-863-8325
Option 2

HEX Maintenance of Way Division
By the Order of the Joint Trench Administrator (PCHEX § 4):

Approved for Work when a valid permit number (NC-2) covering this work is provided.

TORQUE WRENCH

2. Torque Wrench Calibration Worksheet

Unit Serial Number:

a. Last Number of Cyclic Operations: Auto-Filled
Line 2c from the last Form NC-2, Schedule ND-51 for this serial number.

b. New Cycles Being Added by This Work: 12
Number of Bolts on Manhole x 2 + Additional Cycles Used

c. New Number of Cycles After This Work: Auto-Filled
Add lines 2a and 2b above.

d. Unit Rejection:
If line 2c above reaches 5,000 cycles, check this box to send the unit for re-calibration and service.

RUN-UP CHECKLIST

3. Bolts and Washers (Check box when complete)

<input type="checkbox"/> Visual Inspection and Cleaning	All bolts have been checked for deformation, elongation, galling, or thread damages. Bolts have also been thoroughly cleaned of debris and contamination. Bolt faces are checked for damages and wear-out of imprinted keying patterns. If worn out, bolt shall be replaced. Washers are verified to be of an approved type and thickness, and cleaned of dirt and debris. If any bolts are replaced, indicate in Section 7.
<input type="checkbox"/> Go/No-Go	All bolts have been checked for Go/No-Go thread gauging.

4. Internal Threads - Manhole Frame (Check box when complete)

<input type="checkbox"/> Visual Inspection and Cleaning	All thread holes been thoroughly cleaned using vacuum or other approved methods. Note any damages or oxidation/rust build-up in Section 7.
<input type="checkbox"/> Go/No-Go, Run-Up Check	If any oxidation/rust build-up or damages are suspected, suspected hole shall be checked for Go/No-Go thread gauging, or run-up check by hand using a new fresh bolt. If cleaning using approved thread chaser and cutting oil is performed, notate in Section 7.

5. Manhole Frame (Check box when complete)

<input type="checkbox"/> Friction Surfaces and Neoprene Gasket	All friction surfaces and neoprene gaskets have been thoroughly cleaned and inspected to be free of dirt, debris, or damage.
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6. Manhole Cover (Check box when complete)

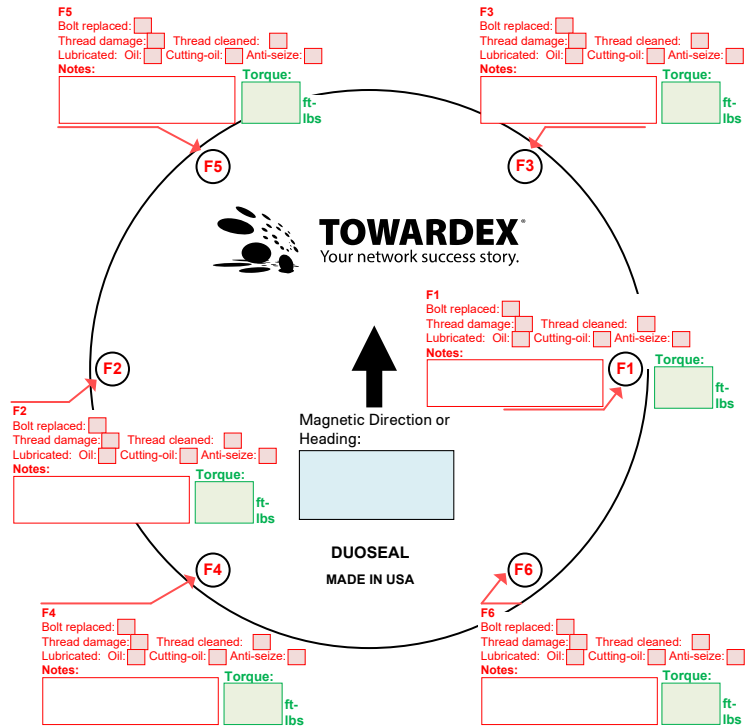
<input type="checkbox"/> Bearing Surfaces	All bearing surfaces where bolt heads sit have been thoroughly cleaned of street dirt and debris using vacuum or other approved methods.
<input type="checkbox"/> Friction Surfaces and Neoprene Gasket	All friction surfaces and neoprene gaskets have been thoroughly cleaned and inspected to be free of dirt, debris, or damage.

MANHOLE COVER CLOSEOUT

7. Closeout Worksheet

Standard Torque Profiles			
Clean run-up by hand, dry threads:			
Temporary closure (5-8' waterhead)	15 ft-lbs		
Minimum closeout (11-16' waterhead)	20 ft-lbs		
Traffic-rated closeout (52' waterhead)	32 ft-lbs		
Never-exceed torque	55-60 ft-lbs		
Clean run-up by hand, lubricated threads:			
Temporary closure (5-8' waterhead)	12 ft-lbs	11 ft-lbs	10 ft-lbs
Minimum closeout (11-16' waterhead)	16 ft-lbs	15 ft-lbs	13 ft-lbs
Traffic-rated closeout (52' waterhead)	26 ft-lbs	24 ft-lbs	21 ft-lbs

Note: Anti-seize compounds must be nickel-based. Never use any compounds containing copper or thread damage will result.



8. Field Notes

9. Inspection and Closeout Acknowledgement

Acceptance by Inspector

Printed Name: <input type="text"/>	Signature: <input type="text"/>	Date/Time: <input type="text"/>
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Name of the Applicant (the "Permittee"): (Legal name of the Licensee or entity applying for Permit)

Work Site Contact(s) for Permittee: (name and phone # of the foreman or manager at work site)

CAUTION

Hard Hats, Eye Protection, Hi-Vis Vests and Protective Footwear are required to be worn at all TWDX work sites.

SAFETY FIRST

REPORT ALL UNSAFE CONDITIONS AND ACCIDENTS

WE WOULD LIKE TO REMIND YOU:

Federal regulation requires Entry Permit to be posted and made available to entrants prior to entering a Permit Required Confined Space. Follow all checklists and procedures of the entry permit prior to entry.



Know what's below. Call before you dig.



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TOWARDEX Uniform Change Management and Operating Practices - Field Operations & Safety Board Resolution No. 509 establishing Permit to Work Requirements as adopted on January 11, 2021
Schedule ND-51 Manhole Closeout Checklist
CMC Control Number 1188-07784