

HOT WORK PERMIT

BEFORE INITIATING HOT WORK ASK: CAN THIS JOB BE AVOIDED? IS THERE A SAFER WAY?

This Hot Work Permit is required for any temporary operation involving open flames or producing heat and/or sparks. This includes, but is not limited to: Brazing, Cutting, Grinding, Soldering, Torch Applied Roofing and Welding.

PART 1

Instructions

Fire safety supervisor:

- Verify all precautions listed at right (or do not proceed with the work).
- Complete and retain part 1.
- Issue Part 2 to person doing job.

Hot work being done by		
<input type="checkbox"/> EMPLOYEE <input type="checkbox"/> CONTRACTOR _____		
DATE	JOB NUMBER	
LOCATION/BUILDING AND FLOOR		
NATURE OF JOB		
NAME OF PERSON DOING HOT WORK		
I verify the above location has been examined, the Precautions checked on the Required Precautions Checklist have been taken to prevent fire, and Permission is authorised for this work.		
SIGNED (fire safety supervisor/operations supervisor)		
PERMIT EXPIRES	DATE	TIME
AM PM		
PERMIT PERIOD NOT TO EXCEED ONE (1) SHIFT. NOTE: emergency notification on back of Form. Use as appropriate for your Facility.		

Required Precautions Checklist

- Available sprinklers, hose streams and extinguishers are in service/operable.
- Hot work equipment in good repair.

Requirements within 10 m (35 ft) of work

- Flammable liquids, dust, lint and oily deposits removed.
- Explosive atmosphere in area eliminated.
- Floors swept clean.
- Combustible floors wet down, covered with damp sand or fire-resistive sheets.
- Remove other combustibles where possible. Otherwise protect with fire-resistive tarpaulins or metal shields.
- All wall and floor openings covered.
- Fire-resistive tarpaulins suspended beneath work.
- Protect or shut down ducts and conveyors that might carry sparks to distant combustibles.

Work on walls, ceilings or roofs

- Construction is noncombustible and without combustible covering or insulation.
- Combustibles on other side of walls, ceilings or roofs are moved away.

Work on enclosed equipment

- Enclosed equipment cleaned of all combustibles.
- Containers purged of flammable liquids/vapours.
- Pressurised vessels, piping and equipment removed from service, isolated and vented.

Fire watch/hot work area monitoring

- Fire watch will be provided during and for 60 minutes after work, including any coffee or lunch breaks.
- Fire watch is supplied with suitable extinguishers, and where practical, a charged small hose.
- Fire watch is trained in use of equipment & in sounding alarm.
- Fire watch may be required in adjoining areas, above & below.
- Monitor Hot Work area for 2 hours after job is completed.

Other precautions taken:

WARNING!

PART 2

Instructions

- 1. Person doing Hot Work:** Indicate time started and post permit at Hot Work location. After Hot Work, indicate time completed and leave permit posted for Fire Watch.
- 2. Fire Watch:** Prior to leaving area, do final inspection, sign, leave permit posted and notify Fire Safety Supervisor.
- 3. Monitor:** After 2 hours, do final inspection, sign and return to Fire safety Supervisor.

Hot work being done by <input type="checkbox"/> EMPLOYEE <input type="checkbox"/> CONTRACTOR	
DATE	JOB NUMBER
LOCATION/BUILDING AND FLOOR	
NATURE OF JOB	
NAME OF PERSON DOING HOT WORK	
I verify the above location has been examined, the Precautions checked on the Required Precautions Checklist have been taken to prevent fire, and Permission is authorised for this work.	
SIGNED (fire safety supervisor/operations supervisor)	
TIME STARTED <input type="checkbox"/> AM <input type="checkbox"/> PM	TIME FINISHED <input type="checkbox"/> AM <input type="checkbox"/> PM
PERMIT EXPIRES	DATE
	TIME AM PM

PERMIT PERIOD NOT TO EXCEED ONE (1) SHIFT.

FIRE WATCH SIGNOFF:

Permit period not to exceed one (1) shift.

Work area & all adjacent areas to which sparks & heat might have spread were inspected during the fire watch period and were found fire safe.

Signed:

FINAL CHECKUP:

Work area was monitored for 2 hours following hot work and found fire safe.

Signed:

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WARNING!

Hot work in Progress!
BE ALERT FOR FIRE!

IN CASE OF EMERGENCY:

Call: _____

At: _____

WARNING!

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