



SAFETY POLICY AND PROCEDURE MANUAL

NUMBER 23.0 – HOT WORK PROCEDURE

ATTACHMENT A – HOT WORK PERMIT

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HOT WORK PERMIT

Seek an alternative/safer method if possible!

Before initiating hot work, ensure precautions are in place as required by NFPA 51B and ANSI Z49.1.
Make sure an appropriate fire extinguisher is readily available.

This Hot Work Permit is required for any operation involving open flame or producing heat and/or sparks. This work includes, but is not limited to, welding, brazing, cutting, grinding, soldering, thawing pipe, torch-applied roofing, or chemical welding.

Date _____	Hot work by <input type="checkbox"/> Employee <input type="checkbox"/> Contractor
Location/Building/Floor _____	Name (print) and signature of person doing hot work _____
Work to be done _____	I verify that the above location has been examined, the precautions marked on the checklist below have been taken, and permission is granted for this work.
Time started _____ Time completed _____	Name (print) and signature of permit-authorizing individual (PAI) _____
THIS PERMIT IS GOOD FOR ONE DAY ONLY	

PERMIT NUMBER: _____

- ☐ Available sprinklers, hose streams, and extinguishers are in service and operable.
- ☐ Hot work equipment is in good working condition in accordance with manufacturer's specifications.
- ☐ Special permission obtained to conduct hot work on metal vessels or piping lined with rubber or plastic.

Requirements within 35 ft (11 m) of hot work

- ☐ Flammable liquid, dust, lint, and oily deposits removed.
- ☐ Explosive atmosphere in area eliminated.
- ☐ Floors swept clean and trash removed.
- ☐ Combustible floors wet down or covered with damp sand or fire-resistive/noncombustible materials or equivalent.
- ☐ Personnel protected from electrical shock when floors are wet.
- ☐ Other combustible storage material removed or covered with listed or approved materials (welding pads, blankets, or curtains; fire-resistive tarpaulins), metal shields, or noncombustible materials.
- ☐ All wall and floor openings covered.
- ☐ Ducts and conveyors that might carry sparks to distant combustible material covered, protected, or shut down.

Requirements for hot work on walls, ceilings, or roofs

- ☐ Construction is noncombustible and without combustible coverings or insulation.
- ☐ Combustible material on other side of walls, ceilings, or roofs is moved away.

Requirements for hot work on enclosed equipment

- ☐ Enclosed equipment is cleaned of all combustibles.
- ☐ Containers are purged of flammable liquid/vapor.
- ☐ Pressurized vessels, piping, and equipment removed from service, isolated, and vented.

Requirements for hot work fire watch and fire monitoring

- ☐ Fire watch is provided during and for a minimum of 1 hour after hot work, including any break activity.
- ☐ Fire watch is provided with suitable extinguishers and, where practical, a charged small hose.
- ☐ Fire watch is trained in use of equipment and in sounding alarm.
- ☐ Fire watch can be required in adjoining areas, above and below.
- ☐ Yes ☐ No Per the PAI/fire watch, monitoring of hot work area has been extended beyond 1 hour.