

HOT WORK PERMIT

Can hot work be completed using alternative methods or in a designated area, such as a welding or machine shop?

IF NOT, please adhere to the precautions listed below.

This hot work permit is required for any work performed involving open flames or that produce heat and/or sparks. This includes, but is not limited to, brazing, cutting, grinding, soldering, thawing pipe, torch-applied roofing, and welding.

Note: The required precautions are not optional. They are required for fire-safe hot work. Please explain all "No" responses below. The permit-authorizing Individual (PAI) is the person designated by the College to authorize hot work. The PAI at the College is usually the facilities manager or designated employee in the facilities and ancillary services department. The PAI cannot be the hot work operator unless specifically allowed under certain regulations.

Instructions:

The permit-authorizing individual must:

- Inspect work area and verify precautions listed in the **Required Precautions Checklist** section are met.
- Complete permit, make copy for your records, display original in work area
- Conduct final check of work area once hot work is complete. Leave permit posted for 24 hours after hot work.

Hot work to be conducted by:	
<input type="checkbox"/> Employee	<input type="checkbox"/> Contractor
Date:	Job/work order no.:
Location (building and floor):	
Type of hot work:	
Name of person(s) & company conducting hot work:	
Name of person(s) assigned to fire watch:	

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 authorized for work.
Permit-authorizing individual (print name):
Permit-authorizing individual (signature):

Permit Expiration

Expiration date:	Expiration time:	<input type="checkbox"/> AM	<input type="checkbox"/> PM
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FINAL CHECK: The fire watch period has elapsed and the work area found safe
Permit-authorizing individual (signature):

Required Precautions Checklist

- ☐ Available Sprinklers and extinguishers are in service and operable
- ☐ Hot work equipment is in proper working condition

Assess 10 m (35 ft) radius of work for potential fire hazards:

- ☐ All combustible materials removed, protected with fire-resistive covers or shielded from sparks
- ☐ Flammable liquids, dust, lint, and oil deposits removed
- ☐ Combustible floors wet down or protected with fire-resistive covers
- ☐ Floors swept clean of combustible materials
- ☐ Explosive atmospheres are absent, or the potential for their occurrence has been mitigated
- ☐ All wall and floor openings covered or shielded from sparks
- ☐ Fire-resistive covers suspended beneath work
- ☐ Ducts that could transport sparks to distant combustibles are shielded, shut down, or both

Work near walls, ceilings or roofs:

- ☐ Construction is noncombustible and without combustible coverings or insulation, or protected with fire-resistive covers
- ☐ Combustibles on other side of walls relocated or protected

Work on enclosed equipment:

- ☐ Enclosed equipment cleaned and protected from all combustibles
- ☐ Containers purged of flammable liquids/vapors

Fire watch/hot work area monitoring requirements:

- ☐ Continuous fire watch provided during and for *at least 1 hour* after hot work has concluded, including all breaks
- ☐ Thereafter, site is inspected at least every 30 minutes for 5 hours
- ☐ Person(s) assigned to fire watch supplied with suitable extinguisher(s) and trained in the use of fire extinguisher and fire safety procedures

Other precautions that may be required:

- ☐ Fire watch provided for adjoining areas, above, or below confined-space or lock-out-tag-out required/used
- ☐ Area smoke or heat detection disabled to eliminate false alarms

Other: _____

Comments:

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