



Utah Division of
Facilities Construction
and Management

Hot Works

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In compliance with: OSHA CFR 29 Part 1910.252, the State adopted International Fire Code, and NFPA 51B, 2019 Edition.

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1. Purpose

- 1.1. Southern Utah University employees occasionally are required to perform Hot Work in existing buildings. **Hot Work** is: all temporary operations involving open flames or producing heat and/or sparks, which includes, but is not limited to, grinding/cutting, brazing, soldering, thawing frozen pipes by torch, torch applied roofing, and welding.
- 1.2. This activity presents a significant opportunity for fire and injury. Following the guidelines set forth in OSHA CFR 29 Part 1910.252, and in compliance with State adopted International Fire Code and NFPA 51B, 2019 Edition, SUU requires that all precautions of the following program must be applied prior to commencing any welding or hot work by SUU employees, academic programs, general contractors and/or any subcontractors.
- 1.3. In order to protect employees, contractors and the general public from hazards accompanying Hot Work activities, the following Hot Work Program has been adopted.

2. Policy

- 2.1. All SUU employees, contractors on SUU managed facility properties or academic program officials shall conform to the procedures described in the SUU Hot Work Program.

3. Procedures

- 3.1. All Departments shall comply with procedures described in the Hot Work Program. Any employee authorized as a Permit Authorizing Individual, a Hot Work Operator and a Fire Watch will be trained in the proper use of this program. The fire watch and the person completing the hot work must be trained in the use of appropriate fire equipment whether a SUU employee or Contractor.
- 3.2. Training will consist of the following:
 - 3.2.1. Review the [Hot Work Safety webpage](#) or attend a meeting where the aforementioned content is covered, annually.
 - 3.2.2. Complete the quiz at the bottom of the Hot Work Safety webpage. Submissions are sent directly to Safety and Risk Management.
 - 3.2.3. Read this Hot Work Policy
 - 3.2.4. SUU will assign Permit Authorizing Individuals (PAI's), and share this information with affected employees.
 - 3.2.5. When performing Hot Work, each entity; PAI, HWO & Fire Watch, need to know what their duties and responsibilities are.
- 3.3. Also included in the Program is the required Permit and signage, which must be printed out and posted before Hot Work is authorized to commence.

4. Requirements

- 4.1. Purpose
 - 4.1.1. SUU employees occasionally are required to perform Hot Work, which includes any activity producing heat or sparks. This presents a significant

opportunity for fire and injury. In compliance with NFPA 51B, 2019, this policy requires that all precautions of this program must be applied prior to commencing any welding or hot work by employees or outside contractors.

4.2. Definitions of Hot Work Procedures and Requirements

4.2.1. **Hot Work:** any activity involving open flames or producing heat and/or sparks. This includes, but is not limited to, grinding/cutting, brazing, soldering; thawing frozen pipes by torch; and torch applied roofing and welding.

4.2.1.1. Examples of Hot Work: Cutting, brazing, soldering, thawing frozen pipes by torch, torch applied roofing, grinding and welding.

4.2.1.2. Special Hazard Occupancies: Any area containing flammable liquids, dust accumulation, gases, plastics, rubber and paper products.

4.2.2. **Designated Area:** An area where hot work may be performed without the need for a permit to be assigned. All designated areas must be designated by and pass a quarterly review by the campus Permit Authorizing Individual. Below is a comprehensive list of Designated Areas on Campus:

4.2.2.1. Facilities Management Welding shop

4.2.2.2. Facilities Management Grounds Shop

4.2.2.3. Makers' Space in Engineering and Technology

4.2.2.4. Heat Plant

4.2.2.5. USF- Scene and Prop Shop

4.2.3. **Non-permit Authorized Work:** Hot Work where the checklist is followed to mitigate potential fire hazards before performing work. Non-permit work can only be authorized for unplanned or emergency work. In contrast, all planned projects where Hot Work will be performed, and cannot take place in a Designated Area, must be permitted prior to commencement of work. Examples of this Non-permit Authorized Work include:

4.2.3.1. An emergency PRV replacement in a mechanical room.

4.2.3.2. An emergency VAV changeout above ceiling grid

Hot Work Operators must complete all training requirements and be familiar with everything on the checklist. Furthermore, Hot Work Operators will ensure "After Hot Work" Fire Watch procedures are performed as outlined in the Hot Work Checklist (Appendix B).

4.2.4. **Permit Authorizing Individual(s) (PAI):** Works in conjunction with management, and is responsible for the safe operation of Hot Work activities. The following are the established PAIs for SUU.

4.2.4.1. Primary:

4.2.4.1.1. Quinn Mathews

4.2.4.1.2. Tim Roy

4.2.4.2. Secondary

4.2.4.2.1. Wes Smith

4.2.4.2.2. Brandon Ragan

4.2.5. **Hot Work Operator (HWO):** This includes outside contractors: The

- individual responsible for completing the hot work, under the direction of the PAI(s).
- 4.2.6. **Fire Watch:** Individual assigned to watch the area for sparks, or any other unsafe conditions. The person doing the hot work should never be the fire watch. The only focus of this person shall be fire watch.
 - 4.2.7. **Welding Blanket:** A heat-resistant fabric designed to cover and protect machinery and to prevent ignition of combustibles such as wood. Intended to lie horizontally on the equipment and protect against light to moderate exposures from chipping, grinding, heat treating, sand blasting and light horizontal welding.
 - 4.2.8. **Welding Curtain:** A heat-resistant fabric designed to prevent sparks from escaping a confined area. Intended to vertically hang, and will protect from light to moderate exposures resulting from chipping, grinding, heat treating, sand blasting and light horizontal welding.
 - 4.2.9. **Welding Pads:** A heat-resistant fabric designed to be placed directly under a Hot Work operation to prevent the ignition of combustibles. Intended to lie underneath horizontally, and protects from severe exposures resulting from molten substances or heavy horizontal welding.
- 4.3. All personnel involved with construction should be trained in correct procedures of identifying hot work, obtaining the authorization and permit, and functioning in the assigned capacity of PAI, HWO, or Fire Watch.
- 4.3.1. Training will consist of:
 - 4.3.1.1. Annual completion of on-line Hot Work Safety webpage, and Quiz.
 - 4.3.1.2. Annual review of this Hot Work Policy
 - 4.3.1.3. Establishment of responsibilities of Hot Work, i.e., PAI, HWO, or Fire Watch.
- 4.4. Management and/or Supervisor and/or PAI must consider before Hot Work is authorized (see Appendix B for Hot Work Checklist):
- 4.4.1. Is there an acceptable alternative to Hot Work?
 - 4.4.1.1. Remember that the SUU has limited "Designated Areas." Therefore, a Hot Work Permit is almost always required.
 - 4.4.1.2. Is the proposed work to be performed in a nonpermissible area? If so, there is no authorization and a permit will not be issued.
 - 4.4.1.3. Nonpermissible areas are:
 - 4.4.1.3.1. Where fire sprinklers are impaired
 - 4.4.1.3.2. In the presence of explosive atmospheres
 - 4.4.1.3.3. In the presence of equipment that may contain explosive materials
 - 4.4.1.3.4. Where combustible dust could accumulate
 - 4.4.1.3.5. On walls of combustible sandwich-type panel construction
 - 4.4.1.3.6. Windy or have other weather conditions which create an unsafe environment
 - 4.4.2. Is the proposed work to be performed in a permissible area? If so, a permit is required.

- 4.4.3. Management and/or PAI shall ensure that all involved in the Hot Work operations, including contractors, are familiar with the provisions of this standard. Management and PAI are responsible for the safe operations of Hot Work activity.
 - 4.4.3.1. All those involved (contractors) in the Hot Work need to be advised about site-specific flammable materials, hazardous processes or conditions, or other potential fire hazards.
 - 4.4.3.2. Before starting any work, contractors shall discuss the planned project, with the type of Hot Work to be performed, the hazards in the area, and establish responsible roles (PAI, HWO, Fire Watch).
- 4.4.4. Possible alternatives to Hot Work may be:
 - 4.4.4.1. Mechanical removal and relocation of frozen piping to a heated area
 - 4.4.4.2. Manual hydraulic shears
 - 4.4.4.3. Mechanical bolting
 - 4.4.4.4. Screwed, flanged, or clamped pipe
 - 4.4.4.5. Reciprocating saw
 - 4.4.4.6. Mechanical pipe cutter
 - 4.4.4.7. Approved self-drilling or compressed air-actuated fasteners
- 4.5. Documentation Process
 - 4.5.1. Unless working in a designated area for Hot Work, Hot Work is required to have an authorizing written Hot Work Permit issued before beginning work. Part of the permit is the attached sign(s) which must be posted or available upon request well as the Permit.
 - 4.5.1.1. The work area must be made fire-safe either by removing or protecting combustibles from ignition sources.
 - 4.5.1.2. While the Hot Work is being performed, signs must be posted or made available upon request, designating the area as a Hot Work area. Post as many as needed to inform anyone of the need for caution.
 - 4.5.1.3. Before a Hot Work Permit is issued, the PAI must ensure the following has occurred:
 - 4.5.1.3.1. Hot Work equipment is in satisfactory operating condition and good repair. Otherwise it is taken out of service.
 - 4.5.1.3.2. Wet down, cover with wet sand, or cover with fire-retardant or non-combustible material combustibles floors and protect from electric shock those operating welding equipment. The material must be a UL Listed or approved welding curtain, blanket, pad, or equivalent.
 - 4.5.1.3.3. Relocate all combustibles at least 35 ft in all directions from the work site, unless impractical, then they must be covered with fire-retardant or non-combustible material. The material must be made tight to prevent sparks from entering area. Both indoor and outdoor work locations

- should be evaluated for combustible materials.
- 4.5.1.3.4. Cover or seal cracks in walls and floors or ducts within a 35 ft radius with fire- retardant or non-combustible material.
 - 4.5.1.3.5. Shield or shut down conveyor systems.
 - 4.5.1.3.6. Shield walls, partitions, ceilings or roofs, including preventing ignition of combustibles on the other side of walls or ceilings being worked on, or else provide a Fire Watch for that area.
 - 4.5.1.3.7. Do not attempt Hot Work on a partition, wall, ceiling, or roof that has a combustible covering or insulation, or on walls or partitions of combustible sandwich-type panel construction.
 - 4.5.1.3.8. Make sure that Hot Work on pipes or metal in contact with walls will not cause ignition.
 - 4.5.1.3.9. The appropriate type of fire protection equipment must be immediately available at the work area. It must be fully charged and operable.
 - 4.5.1.3.10. An ABC fire extinguisher must be located within 25 feet of the hot work.
 - 4.5.1.3.11. Coordinate with Campus Fire Marshal to temporarily disable fire detection system for area, if applicable. All precautions should be taken to prevent the activation of the fire protection system. If there is a potential of activation, the fire marshal should be consulted for proper protection of the system. If impairment is required, refer to IFC 3504.1.8 for proper impairment procedures.
 - 4.5.1.3.12. Protect nearby personnel from heat, sparks, slag, etc. Extend the distance from the Hot Work if necessary to protect them. The work areas should be cordoned off to prevent casual trespass by people unaffiliated with the Hot Work project.
 - 4.5.1.3.13. If the tools, equipment, etc. used to conduct the Hot Work is known to be incapable of emitting heat sparks, slag, etc., to the limits planned for (35 feet) then **the distance can be reduced**. These distances need to be described on the Permit.
 - 4.5.1.3.14. Determine the length of time Permit is valid. A Permit is required for each calendar day work will be performed.
 - 4.5.1.3.15. Set up appropriate inspection reviews of no less than once daily and note inspection time on permit.
 - 4.5.1.3.16. Permit is filled out, all check boxes are completed, and signs are posted.
 - 4.5.1.3.17. After completion of Hot Work, successful and safe inspection of area, cancellation of Hot Work Permit and

removal of signs, PAI must file the canceled permit with ERM, Department Safety Officer or Facilities Management Project Manager.

4.5.1.3.18. PAI must inspect area before leaving for the day to detect any smoldering flames.

- 4.6. Permit Authorizing Individual(s) shall:
- 4.6.1. Ensure the safety of the Hot Work operator and Fire Watch by considering PPE needed, flammable materials present, hazardous materials present, other potential fire hazards present in the work location or other special hazards beyond Hot Work.
 - 4.6.2. Ensure the protection of combustibles, or reschedule hot work so that operations do not expose combustibles to ignition.
 - 4.6.2.1. If not possible, PAI can decide not to perform the hot work at this site.
 - 4.6.2.2. Another option is to schedule Hot Work operations so that exposure of combustibles to ignition will not occur during the Hot Work operation.
 - 4.6.3. Determine that adequate fire protection equipment is available and in safe operating condition.
 - 4.6.4. Determine if a Fire Watch is required and if so, is available.
 - 4.6.5. Inspect the area at least once a day while Hot Work is being performed to ensure it is still fire- safe. Stop Hot Work if unsafe conditions develop.
 - 4.6.6. Check one half hour after completion of Hot Work for smoldering fires if Fire Watch is not needed.
 - 4.6.7. Determine length of time permit is valid, and post the signed Hot Work Permit and all needed signs at the work site.
 - 4.6.8. Close out Hot Work Permit after inspection of area and finding area safe and secure. Remove signage.
- 4.7. Hot Work Operator (HWO) Responsibilities (This includes outside contractors) The HWO must handle equipment safely and not endanger lives or property. The HWO shall:
- 4.7.1. Have the PAI's approval and signed permit prior to performing Hot Work or perform all Hot Work in a Designated Area. HWO must also sign permit on appropriate space before commencing work.
 - 4.7.2. Ensure all equipment is in safe operating condition, and if not, get repaired prior to use, or put out of service.
 - 4.7.3. Ensure that fire protection equipment is available in area.
 - 4.7.4. Stop work if unsafe conditions develop, and notify PAI for reassessment of the situation.
- 4.8. Fire Watch. This may also be the PAI under certain conditions. Fire Watch is a separate individual not performing the work.
- 4.8.1. A Fire Watch shall be required when Hot Work is performed within the footprint of a building or where the following conditions exist:
 - 4.8.1.1. Combustible materials in building construction or contents are

- closer than 35 ft (11 m) to the point of operation.
- 4.8.1.2. Combustible materials are more than 35 ft (11 m) away from the point of operation but are easily ignited by sparks.
- 4.8.1.3. Wall or floor openings within a 35 ft (11 m) radius expose combustible materials in adjacent areas, including concealed spaces in walls or floors.
- 4.8.1.4. Combustible materials are adjacent to the opposite side of partitions, walls, ceilings, or roofs and are likely to be ignited.
- 4.8.2. The Fire Watch shall:
 - 4.8.2.1. Ensure that safe conditions are maintained during Hot Work operations
 - 4.8.2.2. Stop Hot Work operations if unsafe conditions develop
 - 4.8.2.3. Have fire protection equipment available, and be familiar with the facilities and procedures for sounding an alarm in case of a fire.
 - 4.8.2.4. Watch for fires in all exposed areas and try to extinguish them only when it is within their capacity. Otherwise, they must sound the alarm immediately. More than one is required if the operation cannot be directly observed by the initial fire watch.
 - 4.8.2.5. Continuously monitor Hot Work area 30 minutes after completion of work.
 - 4.8.2.6. Sign permit after initial inspection of area (before Hot Work) and after completion of Hot Work and successful Fire Watch inspection of area has been completed (minimum of 30 minutes after completion).
 - 4.8.2.7. May perform other duties, but none that distract them from fire watch responsibilities.

5. Designated Areas

- 5.1. A designated hot work area is a permanent location designed for hot work. These areas do not require a daily permit to perform hot work. Designated areas are only permitted to be used when the structure in which they are done has fire protective systems (I.A. fire alarm, sprinkling systems, and/or fire extinguishers) that are completely functional. A designated hot work area shall be:
 - 5.1.1. Non-combustible, fire-resistive construction, free of combustibles and flammables to the distances shown in the illustrations of Appendix A of this policy (where applicable).
 - 5.1.2. The working surface for the use of the soldering and brazing activities should be of a non-combustible material (i.e. Steel, Laboratory bench top, Duraboard, tile, etc).
 - 5.1.3. Suitably segregated from adjacent areas.
 - 5.1.4. Equipped with fire extinguisher(s).
 - 5.1.5. Equipped with mechanical or other ventilation to control smoke and fumes.
 - 5.1.6. Inspected and approved by the Campus PAI on a quarterly basis.

6. Summary of Hot Work Procedures

- 6.1. There is a mutual responsibility for safety in Hot Work procedures between management, contractors, the PAI, HWO, and Fire Watch. When Hot Work needs to be performed, these procedures shall be followed.
- 6.2. Determine if the work can be done any other way besides using Hot Work methods. If determined necessary, and approved by the supervisor or Facilities Project Manager, proceed according to SUU Hot Work Program
- 6.3. The PAI, HWO, Fire Watch are determined and communication is established so everyone understands the possible hazards, protection needed, and any restrictions. If contractors are involved, they must be trained and shall follow SUU Standards.
- 6.4. PAI inspects the Hot Work area, equipment, walls, ceilings, floor coverings as stated in Section 4.4 and 4.5. If determined permissible, PAI must complete, obtain all signatures, sign and post a written Hot Work Permit, and post appropriate signage to inform others in the area.
- 6.5. The appointed HWO, after being authorized by the PAI, follows the procedures as stated in Section 4.5, proceeds with the Hot Work, and reports to the PAI upon completion of Hot Work.
- 6.6. The Fire Watch completes tasks as referred to in Section 4.8, and reports to the PAI upon completion of Fire Watch activities. Fire Watch signs Permit before HWO begins, and after successful and safe inspection of area is completed (minimum of 30 minutes after Hot Work is completed).
- 6.7. PAI re-inspects area to ensure safety, waiting at least 30 minutes after Hot Work is complete, signs off on Permit, removes signage and cancels Hot Work Permit if the area is safe and secure.
- 6.8. PAI files canceled Permit with SUU ERM or Facilities Management Safety and Risk.

Appendix A

Figure 1) Illustration of the 35-foot rule

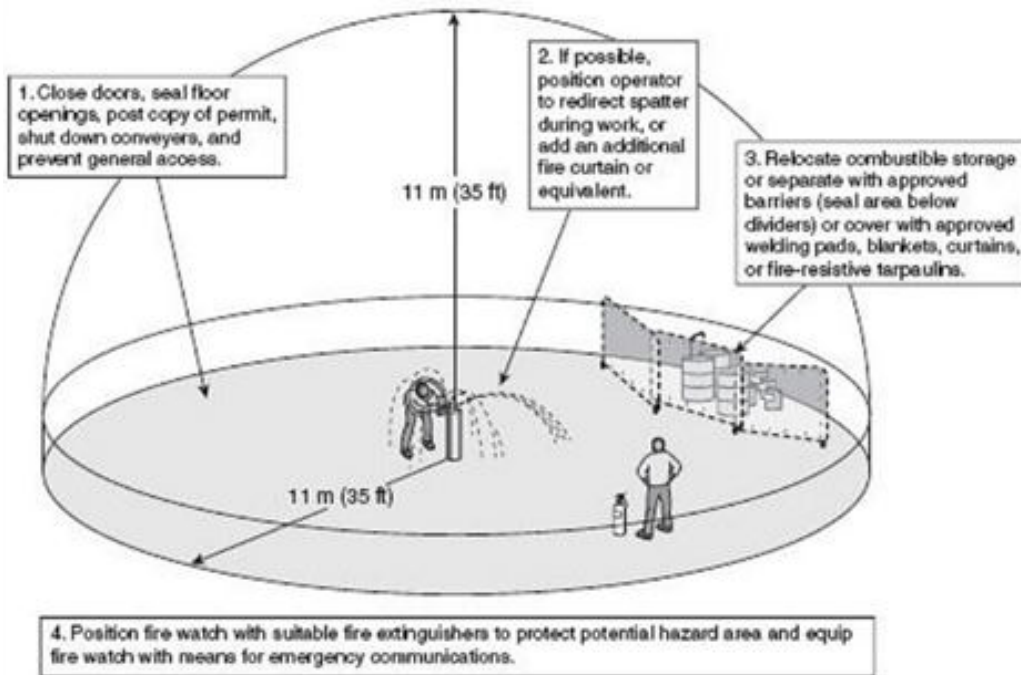
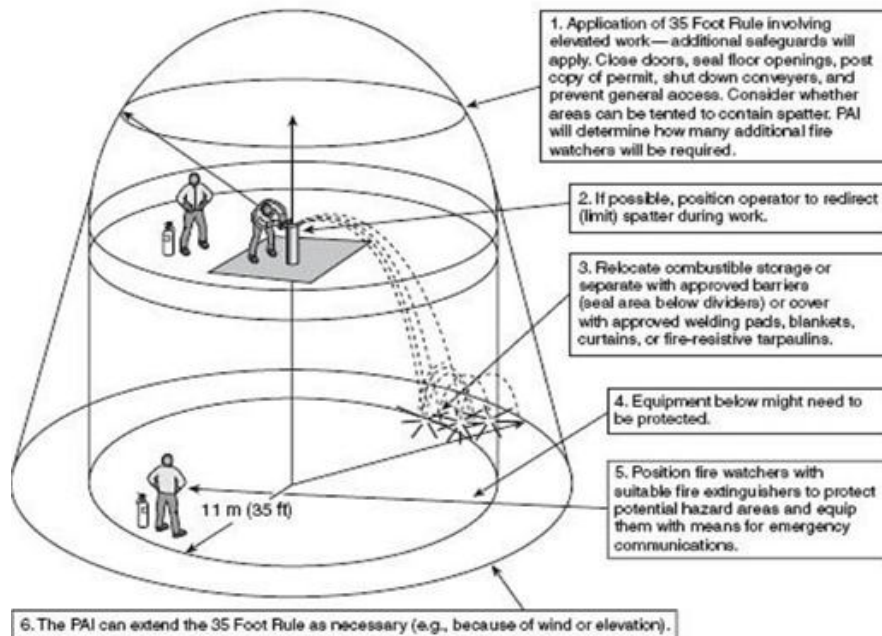


Figure 2) Illustration of the 35-foot rule



Appendix B

SUU HOT WORK CHECKLIST

Every check in each box shall be completed before moving on to the next step.

PRE-HOTWORK CHECKLIST

- IDENTIFY THAT HOT WORK IS THE ONLY WAY THE TASK CAN BE COMPLETED (SEE 4.4.4).
- CAN THE HOT WORK BE MOVED TO A DESIGNATED AREA?
- PERMIT AUTHORIZING INDIVIDUAL(PAI) HAS BEEN IDENTIFIED (SEE 4.6)

HOT WORKS OPERATOR (HWO) HAS BEEN IDENTIFIED (SEE 4.7)

FIRE WATCH PERSONNEL HAVE BEEN IDENTIFIED (SEE 4.8)

-
- VERIFY AREA IS A PERMISSIBLE AREA. (ABLE TO HAVE HOT WORK PERFORMED)
 - HOT WORKS PERMIT HAS BEEN OBTAINED. (THIS SHALL BE DONE EACH DAY.)
 - POST SIGNS SHOWING THE LOCATION AS A HOT WORKS AREA.
 - HAVE THE PROPER CLEARANCES BEEN OBTAINED AS PER THE SUU PROGRAM.
 - POST OR MAKE AVAILABLE, THE PERMIT FOR THE DAY.
 - VERIFY FIRE EXTINGUISHER IS IN PLACE AND IN PROPER WORKING ORDER.
 - VERIFY THAT ALL FIRE SUPPRESSION SYSTEMS ARE IN FULL WORKING ORDER.

DURING HOT WORK

- CONDUCT, WELDING, GRINDING, WARMING, ETC.
- STOP HOT WORK IF ANYONE INVOLVED FEELS CONDITIONS ARE UNSAFE.
- FIRE WATCH PERSONNEL MUST ACTIVELY WATCH THE CONDITIONS AROUND THEM.
- STOP HOT WORK IF ANYONE INVOLVED FEELS CONDITIONS ARE UNSAFE.

AFTER HOT WORKS ACTIVITIES

- FIRE WATCH PERSONNEL MUST ACTIVELY WATCH THE CONDITIONS AROUND THEM.
- FIRE WATCH SHALL STAY IN THE AREA AND CONTINUE INSPECTIONS FOR ½ HOUR.
- FIRE WATCH SHALL CONDUCT FINAL INSPECTION AND SIGN PERMIT AT LEAST 30 MINUTES

AFTER HOT WORK COMPLETION

- PAI SHALL INSPECT THE AREA FOR ANY SIGNS OF SMOLDERING OR HEAT.
- PAI SHALL INSPECT THE AREA BEFORE LEAVING FOR THE DAY.

Remember, if you are involved, you are responsible.

Appendix C

Hot Work Permit and Posting

WARNING!

HOT WORK IN PROGRESS

WATCH FOR FIRE!

IN CASE OF EMERGENCY:

CALL: _____

AT: _____

WARNING!

FIRE WATCH/MONITOR RECORD

Checked by (initials)	Date	Time	Checked by (initials)	Date	Time

(Print Single-sided on red paper)

**PERMIT AUTHORIZING INDIVIDUAL
SUU HOT WORK PERMIT**

**CAN THIS JOB BE DONE WITHOUT HOT WORK, OR IN THE SHOP?
IF NOT, ENSURE PRECAUTIONS ARE IN PLACE!**

MAKE SURE SPRINKLERS ARE IN SERVICE AND FIRE EXTINGUISHERS ARE READILY AVAILABLE!

This Hot Work Permit is required for any operation involving open flames or producing 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. Permit shall not be issued until all items on the Required Precautions Checklist have been verified as complete.

Instructions

The Permit-Authorizing Individual must:

- a) Verify precautions listed at right (or do not proceed with the work)
- b) Complete and retain this page
- c) Give the second page to the person doing the work.

Who, When, and Where?

Hot Work Being Done By

- Employee
- Academic Program (student)
- Contractor

Date	Job/Work Order No.
-------------	---------------------------

Location/Building and Floor

Nature of Job/Object

Name of Person(s) 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 authorized for work.

Signature of Permit-Authorizing Individual

Date individual completed
DFCM/SUU Hot Works Training:

Permit Expiration

Expiration Date	Expiration Time <input type="checkbox"/> AM <input type="checkbox"/> PM
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Name of Assigned Fire Watch

Date individual completed
DFCM/SUU Hot Works Training:

(Print Single-sided on red paper)

Required Precautions Checklist

Assess 35 ft radial "sphere" of work for potential fire hazards:

- Floors, work level and below, cleaned or protected.
- All other combustibles removed or shielded from sparks.
- Clean horizontal surfaces (e.g. building structures, equipment, ducts, cable trays, etc.) above and below where possible.
- Remove flammable liquids, dust, lint, combustible waste, oil deposits, etc., where possible.
- If removal/cleaning is impractical, protect with fire-retardant covers, or shield with fire-retardant guards and/or curtains.
- Transmission or conveying of sparks to adjacent areas eliminated or protected.
- Tightly cover wall/floor openings with fire-retardant material.
- Where openings cannot be sealed, suspend fire-retardant tarpaulins to help protect areas beneath.
- Isolate or shut down fans and conveyors to prevent the capturing and conveying sparks to other areas.
- Explosive atmosphere eliminated or potential not present.

Work on walls, ceilings or enclosed equipment:

- Construction materials verified as noncombustible and without combustible covering or insulation.
- Combustibles on other side of walls relocated or protected.
- 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 30 minutes* after hot work, including all breaks.
- Fire watch supplied with suitable extinguishers/hoses.
- Fire watch trained in the use of fire equipment and sounding alarm.
- Area to be monitored for a minimum 30 minutes after job is completed, or longer if required.

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 trip.
- Available Sprinklers in Normal Automatic mode and valve open.
- Hot Work equipment in good repair.

Other: _____

Comments: _____

HOT WORK OPERATOR
SUU HOT WORK PERMIT

WARNING! HOT WORK IN PROGRESS WATCH FOR FIRE!

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 Permit-Authorizing Individual.
3. **Monitor:** After 6 hour, do final inspection, sign, and return to designated area.

Who, When, and Where?

Hot Work Being Done By	
<input type="checkbox"/> Employee	<input type="checkbox"/> Contractor

Date	Job/Work Order No.
-------------	---------------------------

Location/Building and Floor

Nature of Job/Object

Name of Person(s) 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 authorized for work.

Signature of Permit-Authorizing Individual

Time Started	<input type="checkbox"/> AM <input type="checkbox"/> PM	Time Finished	<input type="checkbox"/> AM <input type="checkbox"/> PM
---------------------	--	----------------------	--

Expiration Date	Expiration Time	<input type="checkbox"/> AM <input type="checkbox"/> PM
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Work area and all adjacent areas to which sparks and heat might have spread were inspected during the fire watch period and were found fire safe.

Signature of Fire Watch	Time
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Work area was monitored for a minimum of 30 minutes following hot work and found fire safe.

Signature of Monitor	Time
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(Print Single-sided on red paper)

Required Precautions Checklist

(must be retained as record of hot work activity for 6 months minimum)

Assess 35 ft radial "sphere" of work for potential fire hazards:

- Floors, work level and below, cleaned or protected.
- All other combustibles removed or shielded from sparks.
- Clean horizontal surfaces (e.g. building structures, equipment, ducts, cable trays, etc.) above and below where possible.
- Remove flammable liquids, dust, lint, combustible waste, oil deposits, etc., where possible.
- If removal/cleaning is impractical, protect with fire-retardant covers, or shield with fire-retardant guards and/or curtains.
- Transmission or conveying of sparks to adjacent areas eliminated or protected.
- Tightly cover wall/floor openings with fire-retardant material.
- Where openings cannot be sealed, suspend fire-retardant tarpaulins to help protect areas beneath.
- Isolate or shut down fans and conveyors to prevent the capturing and conveying sparks to other areas.
- Explosive atmosphere eliminated or potential not present.

Work on walls, ceilings or enclosed equipment:

- Construction materials verified as noncombustible and without combustible covering or insulation.
- Combustibles on other side of walls relocated or protected.
- 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 30 minutes after hot work, including all breaks.
- Fire watch supplied with suitable extinguishers/hoses.
- Fire watch trained in the use of fire equipment and sounding alarm.

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 trip.
- Available Sprinklers in Normal Automatic mode and valve open.
- Hot Work equipment in good repair.

Other: _____

Comments: _____

