

Hot Work Permit

<p>Date of issue:</p> <p>Time of issue:</p> <p>Time of expiry:</p> <p>Name of Permit issuer:</p> <p>Have all necessary precautions been taken (<i>checklist completed</i>)?</p>
<p>Before issuing the permit: Is it possible to do the work any other way or in a remote area? IMPORTANT: In conjunction with the Person doing the work, complete the Precautions Checklist prior to starting</p>
<p>Duties</p> <p>Permit Issuer: Initially inspect the work area and complete precautions checklist (in conjunction with the person doing the work). Keep a copy and issue original to the person doing the work. Make final inspection after hot work and fire watch completed.</p> <p>Person Doing the Work: Obtain hot work permit from Permit Issuer. Fill in start time and hang in a highly visible position near hot work operation. When operation complete, fill in finish time and stay at location for 1 hour (<i>a fire watch is required for ALL hot work unless specific dispensation is granted by the Permit Issuer</i>). After 1 hour, notify the Permit Issuer of satisfactory completion of operation.</p>
<p>Company: Name of Operative:</p>
<p>Location and description of work:</p>
<p>Authorisation (<i>to be completed by the Permit Issuer</i>)</p> <p>The location where this work is to be done has been examined, necessary precautions taken and permission is granted.</p> <p>Signed:..... Job Title:</p>
<p>Execution (<i>to be completed by the Person Doing the Work</i>)</p> <p>I agree to abide by all site rules and adhere to the precautions detailed in the checklist below</p> <p>Time started: Time completed: (1 hour fire watch now required)</p> <p>Time Fire Watch Completed: Signed: Job Title:</p>
<p>Sign Off (<i>to be completed by the Permit Issuer</i>)</p> <p>The work and adjacent areas to which sparks and heat may have spread (including floors above and below and on opposite sides of walls) were inspected 1 hour after the work was completed and found fire safe.</p> <p>Signed: Time and Date:</p>

Precautions Checklist

		Yes	n/a
1	Sprinkler protection in service		
2	Cutting and welding equipment is inspected & approved and in good repair		
3	If required, confined space entry permit issued		
4	Area smoke detection isolated where appropriate		
5	Contractors' equipment inspected to certify it is in proper working order and in a fire safe condition		
6	Floors swept of all combustibles		
7	Combustible floors wet down or covered with damp sand, metal or other non-combustible shields		
8	All ordinary combustibles and flammable/combustibles liquids removed		
9	Covers suspended beneath elevated work to collect sparks		
10	All hazardous operations discontinued		
11	Construction non-combustible and without combustible covering		
12	Exposed combustible ceiling and wall insulation covered or removed		
13	Combustibles moved away from opposite side of walls		
14	Containers purged of flammable vapours and atmosphere checked where appropriate		
15	Suitable fire extinguisher or hose stream available		
16	Operative(s) site-inducted and trained in use of equipment and in raising/sounding the alarm		
	Fire watch dispensation	Yes	No