eTiQa

Hot Work Permit Process

A hot work permit is required for any work involving open flames, producing hot surfaces, generating sparks, molten material or sufficient energy to ignite combustible, ignitable or flammable materials. These includes work such as brazing, cutting, grinding, soldering, welding, torch applied roofing, torch cutting, gas fired burners, etc.

Alternatives to hot work should be undertaken whenever reasonably practicable where there is a risk of explosion. Where hot work is unavoidable, it should not be carried out unless authorised and supervised by an experienced manager or supervisor who has the knowledge of the work to be carried out, the risks involved and the precautions taken.

What is a hot work permit?

It is a formal written system used to prevent fire or explosions and details the work to be carried out, how and when it is to be done and the precautions taken. The use of the permit by itself does not make the job safe. It supports a safe working system by providing a means of recording findings and the authorisations required to undertake hot work. The hot work permit is applicable to both contractors and personnel alike whenever hot work is carried out in places other than dedicated hot work areas such as workshops. A hot work permit is only valid for one day/shift. A new permit is required for every subsequent day/shift.

Before the hot work, contractor/personnel to:

- 1. Inspect work areas and decide precautions to take
- 2. Determine length of the fire watch after the hot work
- 3. Determine whether a fire fighting system interruption is required and request for formal authorisation accordingly
- 4. Fill up the hot work permit and sign it to assure that the precautions will be implemented
- 5. The permit authorising individual to sign and endorse the permit. Work must not be started before the approval is obtained.
- 6. Copies of the permit to be retained and posted at job site while a second copy to be filed. Additional copies can be made for various filing purposes if deemed necessary.

During hot work:

- 1. Carry out all necessary precautions as listed in the hot work permit
- 2. Carry out hot work within the time frame approved
- 3. Carry out continuous fire watch

After hot work:

- 1. Indicate in the permit time work was completed
- 2. Maintain fire watch continuously for 1 hour (plus an additional 3 hours if required)
- 3. Sign the permit once the fire watch has been completed
- 4. Authorised personnel or permit authorising individual to carry out a final check before closing the permit

Determining fire watch length:

Non-combustible construction and combustible/flammable materials	Semi rigid (i.e. metal) construction and non- combustible /non-flammable materials	Semi rigid (i.e. metal) construction and combustible /flammable materials
1 hour continuously	1 hour continuously	1 hour continuously
+ 3 hours (15 minute intervals)		+ 3 hours (15 minute intervals)

HOT WORK PERMIT

Seek an alternative/safer method if possible

All temporary operations involving open flames or producing heat and/or sparks requires a Hot Work Permit. This includes but is not limited to Brazing, Cutting, Welding, Grinding, Soldering and Thawing. Please ensure all precautions are in place as required by NFPA 51B. Permit is valid for 1 (one) day only. Retain a copy for filing and post a copy at work site.

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Location/Building/Floc Description of Work: Signature: (Permit Authoriser) Work start time: Verify precautions liste Hot Work Checklist Sprinklers and hose st Hot work equipment is specifications. Multipurpose fire exting Requirements within Flammable liquid, dus Explosive atmosphere	ed below or DO NO reams in service/ope in good working conguishers or water pur	Company/I	Signature: (Person carrying out w Work end time:	v ork)			
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Requirements within Flammable liquid, dus Explosive atmosphere							_
Flammable liquid, dus Explosive atmosphere	2F ft /44 m) of bot :	mp cans ava	ilable				
Explosive atmosphere							
·		its removed.					
Combustible floors (a)	Explosive atmosphere in area eliminated.						
	g., wood, tile, carpeti	ng) wet dowi	n, covered with dam	p sand or fire			
blankets.							<u> </u>
Remove flammable ar		rial where po	ssible. Otherwise pro	otect with fire			
blankets, guards, or m						_	╁
All wall and floor open					H	 	Ͱ님
Walkways protected be					Ш		
Work on Walls or Cei Combustibles moved a		of wall					
Work in Confined Spa	_	or wan:					
		s (example: o	rease oil flammabl	le vanours)			
Confined space cleaned of all combustibles (example: grease, oil, flammable vapours). Containers purged of flammable liquids/vapours.						╁	卄片
Follow confined space guidelines.				H	H	╁∺	
Fire Watch/Hot Work							
Fire watch will be provi	ded during and after	work, includ	ling any coffee or lun	ich breaks.			
Fire watch will be provided during and after work, including any coffee or lunch breaks. Fire watch is supplied with an extinguisher, and/or water pump can, also making use of other			H	H	븀		
extinguishers located t			n pamp can, aloo ma	anng doo or ouror			Γ
Fire watch is trained in use of this equipment and familiar with location of sounding alarm.			unding alarm.			T	
Fire watch may be required for opposite side of walls, above, and below floors and ceilings.					$\dagger \Box$		
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art 2: To be complete							
Fire Watch (Trained F			Final Check (Pern	nit Authorising Inc	dividua)	
Time Hot Work Compl		7.4.6.		all adjacent areas v	vere ins	spected	and
Fire Watch Required	☐ 1 hr ☐	」1 + 3 hrs	found to be saf		oon rati	00tota -	
Time Fire Watch Comp		ootod cod	2. All fire fighting	appliances have be	een reir	istated	1
The work and all adjact found to be safe.	emareas were msp	ected and					
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