

Before issuing the permit: Can the work be done any other way or in the workshop?

IMPORTANT: Precautions Checklist must be followed

Person Doing Work:

Fill in start time and hang in a highly visible position near the Hot Work operation. When the operation is complete, fill in the completion time.

Fire Watch:

When the operation is complete, stay at location for 1 hour. After 1 hour, notify Site Safety Supervisor of satisfactory completion of the operation.

Site Safety Supervisor:

Initially inspect the work area and complete the precaution checklist. Keep a copy and issue the original to person completing the Hot Work. Make final inspection after the Hot Work and fire watch have been completed.

Company	Date	
<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>	

Building	Department	Floor
<input type="text"/>	<input type="text"/>	<input type="text"/>

Work to be done

Is Fire Watch required (See below*) Yes No

Work to be done by whom

The location where this work is to be done has been examined, necessary precautions taken and permission is granted for this work. Permit expires (No more than one shift):

Print Name (Individual responsible for authorising hot work)

Signed

Job Title

Time started	<input type="text"/>	Time completed	<input type="text"/>
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Final check

The work area and adjacent areas to which sparks and heat may have spread (including floors above and below and on opposite sides of walls) have been continuously inspected for 1 hour after the work was completed and were found fire safe.

Print Name (Supervisor or fire watcher)

Signed

Job Title

* Fire Watchers shall be required by the individual responsible for authorising Hot Work wherever cutting or welding is performed in locations where other than a minor fire might develop, or where:

- (a) Combustible material in building construction or contents is closer than 15 m to operation.
- (b) Appreciable combustibles are more than 15 m away but are easily ignited by sparks.
- (c) Wall or floor openings within 15 m radius expose combustible material in adjacent areas, including concealed spaces in walls and floors.
- (d) Combustible materials are adjacent to the opposite side of metal partitions, Walls, ceilings or roofs and are likely to be ignited by conduction or radiation.

Precautions checklist

General

- Sprinkler protection in service
- Cutting and welding equipment in good repair
- If work conducted on enclosed equipment, confined space entry permit issued
- Area smoke detection isolated where appropriate
- Inspect contractors equipment to certify it is in proper working order and in a fire safe condition prior to authorisation of permit

Within 15 m of work area

- Floors swept clean of all combustibles
- Combustible floors wet down or covered with damp sand, metal or other non-combustible shields
- All ordinary combustibles and flammable/combustible liquids removed
- Covers suspended beneath elevated work to collect sparks
- All hazardous operations discontinued

Work on walls or ceilings

- Construction is non-combustible and without combustible covering
- Exposed combustible ceiling and wall insulation covered or removed
- Combustibles moved away from opposite side of wall

Work on enclosed equipment (tanks, containers, ducts, dust collectors)

- Equipment cleaned of all combustibles
- Containers & workplace checked for presence of flammable vapours. (Explosive atmosphere testing to confirm <5% LEL).

Fire Watch

- Is fire watch needed? (Including adjoining areas, above and below).
- Suitable fire extinguisher, hose or hose reel available
- Trained in use of equipment and in raising/sounding the alarm
- Area smoke detection re-instated where appropriate after work completed

Final Check – ensure Hot Work Permit completed

Checklist completed

Signed

Does not include gas testing – date and time result of test – name and signature required of tester.

CAUTION

Hot work taking place