

HOT WORK PERMIT

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 following precautions are not optional and are required for fire-safe hot work. Please explain any unmet responses.

PROPOSED WORK

To be completed by person performing work.

Date:
Building name:
Location in building:
Description of hot work job (i.e. welding, brazing, cutting, etc.):

Hot work performed by: Employee Contractor
Name of person performing work:
Title:
Contractor (if applicable):

Signature:

Time started: Time completed:

- All sprinklers, hose streams and extinguishers are operable.
- Hot work equipment is in good working condition in accordance with manufacturer's specifications.
- Special permission obtained to conduct hot work on metal vessels or piping lined with rubber or plastic.

HOT WORK WITHIN 50 FT (15 M)

- Flammable liquid, dust, lint, and oily deposits removed.
- Explosive atmosphere in area eliminated.
- Floors swept clean and trash removed.
- Combustible floors wet down or covered with damp sand or fire-resistive/noncombustible materials or equivalent.
- Personnel protected from electrical shock if floors are wet.
- Other combustible storage material removed or covered with listed or approved materials (i.e. welding pads, blankets, curtains, etc.) metal shields, or noncombustible materials.
- All wall and floor openings covered.
- Ducts and conveyors that might carry sparks to distant combustible material covered, protected, or shut down.

HOT WORK ON WALLS, CEILINGS, OR ROOFS

- Construction is noncombustible and without combustible coverings or insulation.
- Combustible material on other side of walls, ceilings, or roofs is moved away.

HOT WORK ON ENCLOSED EQUIPMENT

- Enclosed equipment is cleaned of all combustibles.
- Containers are purged of flammable liquid/vapor.
- Pressurized vessels, piping, and equipment removed from service, isolated, and vented.

FIRE PROTECTION

- A trained person will provide a continuous fire watch for at least one hour (or longer per Aviva policy) after completion of hot work activates, in the work area and those adjoining areas to which sparks and heat may spread.
- Fire watch is provided with suitable extinguishers and, where practical, other fire protection equipment.
- Fire watch is trained in use of equipment, sounding alarm and calling fire department.

AGREEMENT

To be completed by permit authorizing individual (PAI).

Time permit issued:
A final check of the work area shall be made, by (time):
Name of Permit Authorizing Individual:
Title:
Date:

I verify the above location has been examined, the precautions checked on the attached checklist have been taken, and permission is authorized for work.

Signature:

FIRE WATCH

To be completed by the staff member or contractor responsible for the work before returning this permit to the issuer.

Name:
Title:
Contractor (if applicable):
Date:

The work area and all adjacent areas to which sparks and heat might have spread (such as floors below and above, and areas on other sides of walls) have been inspected and found to be free of fire following completion of work.

Fire Watch Completed: 1 Hr (Continuous)
 2 Hrs (Where applicable – refer to policy)
Final Inspection: 3 Hrs (Where applicable)
 4 Hrs (Final - If any requirements not met)
Signature:

WARNING!

HOT WORK IN PROGRESS

WATCH FOR FIRE

IN CASE OF EMERGENCY

CALL:

AT:

PERMIT NUMBER: _____

FIRE WATCH / MONITOR RECORD

Checked By (Initials)	Date	Time

Before initiating hot work, ensure it meets the intent of the National Fire Code, NFPA 51B, ANSI Z49.1 and any additional requirements of the local Authority Having Jurisdiction (AHJ).