



All temporary operations involving open flames or producing heat and/or sparks require a Hot Work Permit. This includes, but is not limited to, brazing, cutting, grinding, soldering, thawing, and welding.

### Instructions for Fire Safety Supervisor

1. Verify precautions listed at right (or do not proceed with the work).
2. Complete page 1 and retain for job files.
3. Post page 2 in vicinity of hot work.

DATE \_\_\_\_\_ JOB NO. \_\_\_\_\_

LOCATION/BUILDING & FLOOR (be specific) \_\_\_\_\_

DESCRIPTION OF WORK BEING PERFORMED \_\_\_\_\_

NAME OF PERSON DOING HOT WORK \_\_\_\_\_

The above location has been examined, the precautions checked on the Hot Work Checklist have been taken to prevent fire, and permission is authorized for this work.

SIGNED: \_\_\_\_\_  
(Permit Authorizing Individual)

SIGNED: \_\_\_\_\_  
(Person doing Hot Work)

SIGNED: \_\_\_\_\_  
(Fire Watch)

TIME  
STARTED: Date: \_\_\_\_\_ Time: \_\_\_\_\_ AM/PM

Date: \_\_\_\_\_ Time: \_\_\_\_\_ AM/PM

### Fire Watch Sign Off

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.

SIGNED: \_\_\_\_\_

### Final Checkup (minimum 30 minutes after Hot Work)

Work area was monitored for \_\_\_ hour(s) following hot work and found fire safe.

SIGNED: \_\_\_\_\_

### Hot Work Checklist

- Sprinklers and hose streams in service/operable.
- Hot Work Equipment in good condition.
- Alarm system is in test/bypass, if needed.
- Multi-purpose fire extinguisher and/or water pump can.

### Requirements Within 35 Feet of Work

- Dust, lint, debris, flammable liquids, and oily deposits removed; floors swept clean.
- Combustible floors (e.g., wood, tile; carpeting) protected.
- No flammable or combustible material present or otherwise protected.
- All wall and floor openings covered.
- Walkways protected beneath hot work.

### Work on Walls or Ceilings

- Combustibles moved away from other side of wall.

### Work in Confined Spaces

- Confined space cleaned of all combustibles (example: grease, oil, flammable vapors).
- Containers purged of flammable liquids/vapors.
- Follow confined space guidelines.

### Fire Watch/Hot Work Area Monitoring

- Fire watch will be provided during and for 30 minutes after work, including any breaks.
- Fire watch personnel is trained in use of this equipment and familiar with location of sounding alarm.
- Fire watch may be required for opposite side of walls, above, and below floors and ceilings.

### Other Precautions Taken

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