



## Hot Work Permit

A Hot Work Permit must be issued prior to any Hot Work being conducted on HCPS property or at a jobsite by any person, employee, or contractor. Hot work is any operation that generates heat, spark, or open flame. This includes, but is not necessarily limited to welding, cutting, brazing, grinding, soldering, heat gun uses and similar activities.

Before initiating Hot Work, determine if there is a safer way to complete the work.

Permit Valid from Date: \_\_\_\_\_ Time: \_\_\_\_\_ To Date: \_\_\_\_\_ Time: \_\_\_\_\_

Site: \_\_\_\_\_ Room Number /Location: \_\_\_\_\_

Type of Hot Work: ☐ Soldering ☐ Welding ☐ Cutting ☐ Grinding ☐ Other \_\_\_\_\_

Hot Work Precautions Check List: Complete prior to any hot work beginning in any area, including outdoors. Check each box where the statement is true. If any statements are not true, then hot work should not begin until that issue has been safely resolved.

### Required Safety Precautions:

- ☐ Fire suppression sprinklers, fire hoses or fire extinguishers (minimum 2-A: 20-B: C) rating is available and operable.
- ☐ Hot work equipment is operable and in good repair.
- ☐ No hot work during student occupies hours.
- ☐ Drums, barrels, pipes, and tanks have been cleaned and purged of flammables and toxics, all tank feeds are closed, and the tank is vented.
- ☐ Work area is NOT a Confined Space. (See definition in policy.)

### Requirements within 35 feet when flame, sparks or slag are created:

- ☐ Area within 35 feet of the work area has been properly swept to remove any combustible debris.
- ☐ Flammable and ignitable materials and debris have been moved at least 35 feet from the hot work area or covered and protected with fire resistant materials.
- ☐ Cracks or holes in floors, walls, and ceilings (including ductwork) are covered or plugged.
- ☐ Combustible floors wet down, covered with damp sand or fire-resistant sheets.
- ☐ Fire-resistant tarpaulins suspended beneath elevated hot work

### Requirements within 50 feet when flame, sparks, or slag are created:

- ☐ Explosives, compressed gas cylinders or stored fuel have been moved at least 50 feet from the hot work area or have been protected from the hot work.

### Work on walls or ceilings:

- ☐ Construction is noncombustible and has no combustible covering or insulation.
- ☐ Areas adjacent to walls being worked on are checked for combustibles and any combustibles are either removed or protected.

Fire Watch required during Hot Work and a minimum of 30 minutes following completion of work.

Yes \_\_\_\_ No \_\_\_\_ Name: \_\_\_\_\_

A Fire Watch is needed for all Hot Work activities.

### When work is completed, and area is returned to its original condition (Initials):

\_\_\_\_\_ Inspected work area, and any potentially affected surrounding areas, for fire, fire damage, or potential for fire.

I verify that the above location has been examined and the necessary precautions have been taken to prevent the outbreak of fire due to Hot Work.

Employee or Contractor Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Trained Supervisor or EHS Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Post This Permit Near Worksite

**In case of FIRE call 911**

**Emergency#: 813-557-7664 or 813-995-2289**

No Hot Work in Confined Spaces without prior approval from HCPS Safety Office. Supervisors shall keep completed permit for at least 48 hours after permit has expired.