

HOT WORK PERMIT

The **Employee/Contractor** conducting the work must complete the Work Details Section and the Required Precautions Checklist. The form should be emailed to **oshe@morgan.edu**

The **Permit-Authorizing Individual** must:

- a. Verify precautions listed (or do not proceed with the work)
- b. Complete and retain this page.
- c. Give the second page to the person doing the work.

Work Details

Hot Work Being Done By	
<input type="checkbox"/> Employee <input type="checkbox"/> Contractor:	
Date:	Job/Work Order No
Location/Building and Floor	
Nature of Job/Object Soldering /Welding	
Name of Person(s) Doing Hot Work	
Name of Assigned Fire Watch	

Permit Expiration

Date:		<input type="checkbox"/> AM <input type="checkbox"/> PM
Extension Period (Approved by Associate Director):		
I verify that y the above location has been examined, the precautions checked on the Required Precautions Checklist have been taken to prevent fire, and permission is authorized for work.		
E-Signature of Permit-Authorizing Individual		

- Available Sprinklers in Normal Automatic mode and valve open.
- Hot Work equipment in good repair.

Assess 35 ft radial "sphere" of work for potential fire hazards:

- Floors, work level and below, cleaned or protected.
- All other combustibles removed or shielded from sparks.
 - Clean horizontal surfaces (e.g., building structures, equipment, ducts, cable trays, etc.) above and below where possible.
 - Remove flammable liquids, dust, lint, combustible waste, oil deposits, etc., where possible.
 - If removal/cleaning is impractical, protect with fire-retardant covers, or shield with fire-retardant guards and/or curtains.
- Transmission or conveying of sparks to adjacent areas eliminated or protected.
 - Tightly cover wall/floor openings with fire-retardant material.
 - Where openings cannot be sealed, suspend fire-retardant tarpaulins to help protect areas beneath.
 - Isolate or shut down fans and conveyors to prevent the capturing and conveying sparks to other areas.
- Explosive atmosphere eliminated or potential not present. Meter when required.

Work on walls, ceilings, or enclosed equipment:

- Construction materials verified as noncombustible and without combustible covering or insulation.
- Combustibles on other side of walls relocated or protected.
- Enclosed equipment cleaned and protected from all combustibles.
- Containers purged of flammable liquids/vapors.

Fire watch/hot work area monitoring requirements:

- Continuous fire watch provided during and for *at least 60 minutes* after hot work, including all breaks.
- Fire watch supplied with suitable extinguishers/hoses.
- Fire watch trained in the use of fire equipment and sounding alarm. Fire watch shall speak proficient English and have ability to dial 911.
- Area to be monitored hourly for a *minimum of 6 hours* after job is completed, or longer if required.

Other precautions that may be required:

- Fire watch provided for adjoining areas, above, or below.
- Confined Space or Lock-Out Tag-Out required/used.
- Area smoke or heat detection disabled to eliminate false trip.

Other:

Comments:



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CAN THIS JOB BE DONE WITHOUT HOT WORK, OR IN THE SHOP?

IF NOT, ENSURE PRECAUTIONS ARE IN PLACE!

MAKE SURE SPRINKLERS ARE IN SERVICE AND FIRE EXTINGUISHERS ARE READILY AVAILABLE!

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 Required Precautions are not optional. They are required for safe hot work. **Please explain all unchecked***

Required Precautions Checklist