

Example Hot Work Policy

This site shall maintain a Hot Work Management System which ensures that all Hot Work is appropriately controlled to avoid fire losses. The Operations Manager will be responsible for ensuring an appropriate system is in place. This includes

- Nominating people with authority to issue Hot Work Permits
- Nominating people with authority to conduct Hot Work
- Ensuring that all people are made responsible for and appropriately trained to carry out assigned duties properly.
- Inducting contractors in the site's Hot work System

The Hot Work System only allows hot work to be conducted outside a designated Hot Work Area if the following conditions have been met

1. The desired result can not be reasonably achieved using any other safer process (ie. besides Hot Work)
2. The work can not be completed in a safer area
3. The planned work has a current Hot Work Permit

This policy applies to any person conducting Hot Work on site including employee and contractors. Serious penalties and disciplinary actions will be brought against anyone found to be wilfully not complying with the policy.