

# Hot Work Permit

A Hot Work Permit is required for any operation which produces hot slag, sparks, open flames or heats up metal. This includes but is not limited to cutting, welding, braising, grinding and heat treating. The planned work areas must be inspected by the authorised person who is issuing the Hot Work Permit before work starts and after the work is finished.

INSTRUCTIONS	Control Checklist
<p><b>Before hot work</b></p> <p>Person authorised to issue Hot Work Permits</p> <ul style="list-style-type: none"> <li>• Verify controls on the right</li> <li>• Complete this permit</li> </ul> <p>This permit is only valid for</p> <p><b>WHO</b> Hot work is being done only by:</p> <p><b>WHEN</b> Only from start HH, MM - DD/MM/YYYY to expires HH, MM - DD/MM/YYYY (for a maximum of one shift)</p> <p><b>WHERE</b> Only in the area of DESCRIBE AREA</p> <p><b>WHAT</b> Only for DESCRIBE THE NATURE OF WORK Job No:</p> <p>I verify that the above planned hot work area has been inspected and that all appropriate controls (see right) are in place and that permission is authorised for work to proceed.</p> <p>SIGNED: AUTHORISED PERSON</p>	<ul style="list-style-type: none"> <li>• No reasonable (non hot work) alternatives to achieve desired outcome</li> <li>• Contractors have been inducted on site</li> <li>• Person is trained and authorised to conduct Hot Work in this area</li> <li>• Hot work equipment is in good condition</li> </ul> <p><b>Prevent Fire Ignition</b> – Prevent combustibles being heated by removing combustibles or placing barriers between heat and combustibles</p> <ul style="list-style-type: none"> <li>• Combustibles separated by at least 11m from the work area or separated from the work area by non combustible barriers</li> <li>• Equipment and atmosphere in the work area been cleared of combustible / flammable dust / liquids / gasses</li> <li>• Possibility of heat being conducted to concealed combustibles been checked – eg in walls, pipes, tanks, sandwich panel</li> <li>• Combustible floors wet down or covered</li> <li>• Wall, floor and ceiling openings covered or checked, combustibles below the work area protected</li> <li>• Other appropriate permits are obtained – eg confined space entry, working at height, equipment impairment</li> </ul> <p><b>Ready to Detect and Extinguish Fire</b></p> <ul style="list-style-type: none"> <li>• Automatic sprinklers (if fitted) are in service</li> <li>• Possible size and speed of fire has been considered and appropriate extinguishers, hose lines and other manual responses have been made ready for emergency use</li> <li>• Persons are trained in the use of manual fire fighting equipment and how to raise the fire alarm</li> <li>• Is fire watch required during work or during lunch breaks – in work area and or adjacent areas</li> <li>• Fire watch has been arranged 30 minutes after the work has been completed and then as required</li> </ul>
<p><b>During hot work</b></p> <p>Person completing the work or nominated fire watch</p> <ul style="list-style-type: none"> <li>• Verify and maintain the controls on the right</li> <li>• Inspect for smouldering fires</li> <li>• Maintain this permit at the work area</li> </ul> <p>SIGNED: PERSON COMPLETING WORK OR FIRE WATCH</p>	
<p><b>After hot work</b></p> <p>Person completing the work or nominated fire watch</p> <ul style="list-style-type: none"> <li>• Inspect the area for smouldering fires immediately after and 30 minutes after work is finished</li> <li>• Return this work permit to the authorised person after the hot work and the final inspection have been completed</li> </ul> <p>SIGNED: PERSON COMPLETING WORK OR FIRE WATCH</p>	
<p><b>After hot work</b></p> <p>Person authorised to issue Hot Work Permits</p> <ul style="list-style-type: none"> <li>• Verify controls during work and the 30 minute inspection</li> <li>• Sign and retain the permit for record</li> </ul> <p>SIGNED: AUTHORISED PERSON</p>	