

RMTD



RISK MANAGEMENT AND TORT DEFENSE DIVISION

Property

Loss Management

Insurance Premium Discount Program

Presentation Segment #5

“Hot Works”

FY2011 Property Loss Management Program:

This is a voluntary program offered by the
Risk Management & Tort Defense (RMTD) Division.

State agencies and universities that
establish and maintain comprehensive and effective
Property Loss Management programs
can earn a
property insurance premium discount of up to 10%.

Property Loss Management Program Requirements:

1. Complete a Notice of Election Form signifying desire to participate in this program
2. Review property claims activity
3. Submit schedules of preventative maintenance
4. Submit checklists for self-inspections
5. Submit policies and procedures for:
 - a. Hot works
 - b. Impairment testing of fire protection equipment
 - c. Pre-fire emergency planning
 - d. Cold weather precautions
6. Provide construction/renovation plans involving/affecting fire suppression systems
7. Provide written response to recommendations

This Presentation Segment discusses the following Requirement:

5. Submit policies and procedures for:
 - a. Hot works

What is Hot Works?

IFC Definition (International Fire Code 2009):

Operations including cutting, welding, Thermit welding, brazing, soldering, grinding, thermal spraying, thawing pipe, installation of torch-applied roof systems or any other similar activity.

OSHA Definition (Occupational Safety & Health Administration) (Standard 29 CFR 1917.152(a): Welding, cutting and heating (hot work)):

Riveting, welding, flame cutting or other fire or spark-producing operation.

NFPA Preferred Definition (National Fire Protection Association 2005):

Work involving burning, welding, or similar operation that is capable of initiating fire or explosion.

NFPA Secondary Definitions:

Any work that is a source of ignition, including open flames, cutting and welding, sparking of electrical equipment, grinding, buffing, drilling, chipping, sawing, or other similar operations that create hot metal sparks or surfaces from friction or impact.

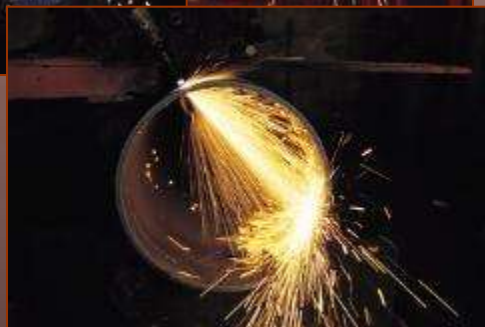
Operations including cutting, welding, Thermit welding, brazing, soldering, grinding, thermal spraying, thawing pipe, torch-applied roofing, or any other similar situation.

Any activity involving riveting, welding, burning, the use of powder actuated tools or similar fire producing operations as well as grinding, drilling, abrasive blasting, or similar operations not isolated physically from any atmosphere containing more than 10 percent of the lower explosive limit of a flammable or combustible substance.

Any work involving burning, welding, or similar operations that is capable of initiating fires or explosions.

Any work involving burning, spark producing, welding, or similar operations that is capable of initiating fires or explosions.

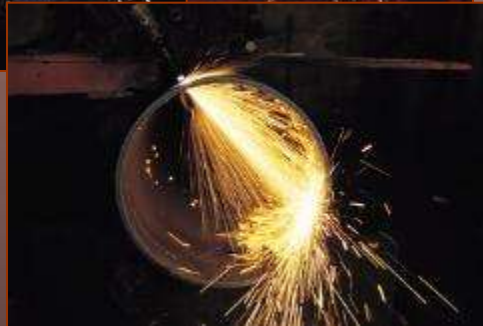
What is Hot Works?



Operations including:

- ✓ cutting,
- ✓ welding,
- ✓ Thermit welding,
- ✓ brazing,
- ✓ soldering,
- ✓ grinding,
- ✓ thermal spraying,
- ✓ thawing pipe,
- ✓ installation of torch applied roof systems
- ✓ or any other similar activity

What is Hot Works?



Or any other similar activity which produces:

- ✓ sparks
- ✓ slag
- ✓ molten material,
- ✓ similar waste products

Or any other similar activity which:

- ✓ is capable of initiating fire or explosion
- ✓ is a source of ignition

Why a Hot Works Program?

- ✓ Hot work continues to be a leading cause of industrial fires.
- ✓ Hot work consistently ranks in the top five across all industries as a cause of fires.
- ✓ Hot work losses are costly- more than 3X smoking related losses, and 1.5X housekeeping related causes.
- ✓ Hot work claims are common.

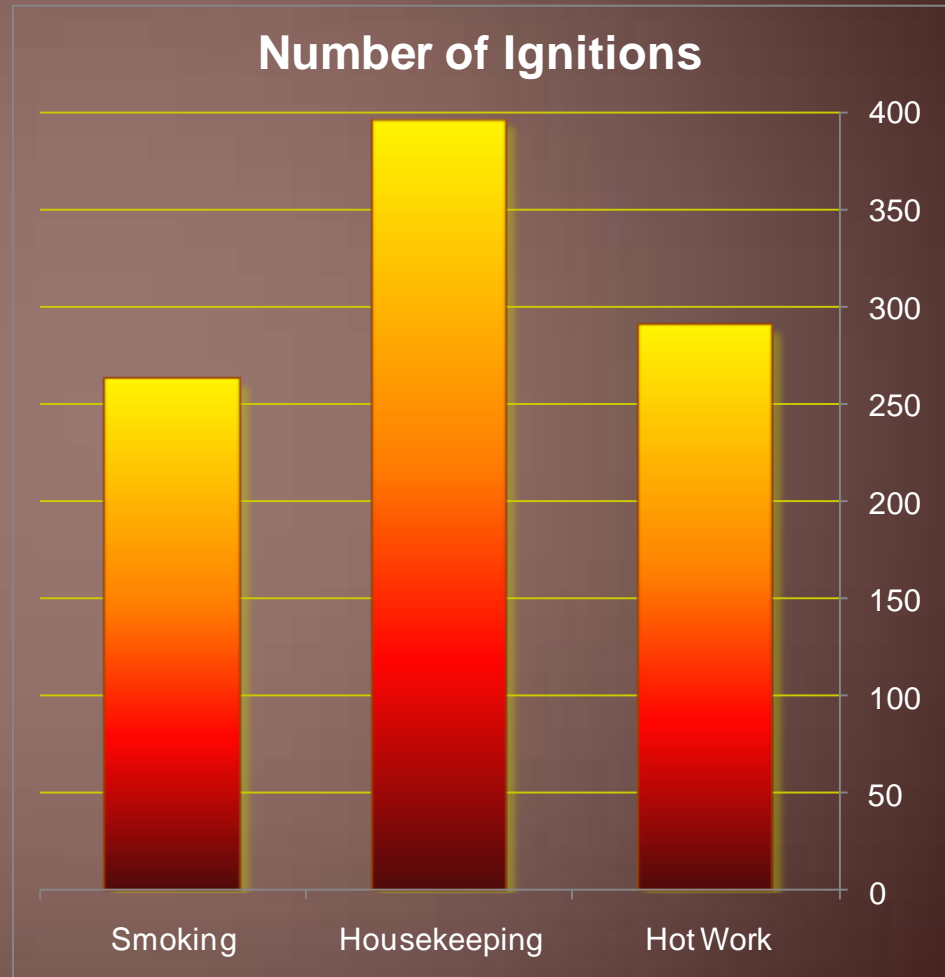
Why a Hot Works Program?

Statistics from a major insurance company for a recent 5-year period showed the average loss for hot work ignitions far exceeded those of other common causes.



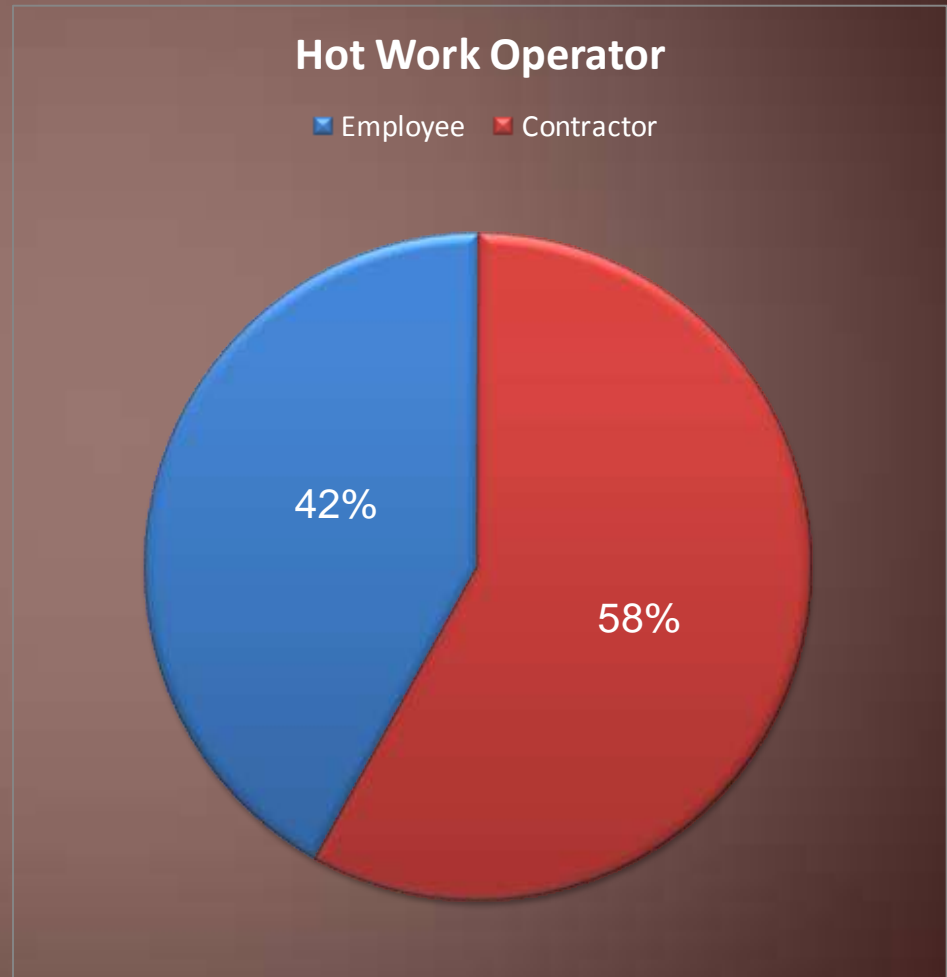
Why a Hot Works Program?

Statistics from a major insurance company for a recent 5-year period showed hot work continually ranked highly as a cause of ignitions.



Why a Hot Works Program?

Statistics from a major insurance company for a recent 5-year period showed 42% of hot work ignitions were caused by employees while 58% were caused by outside contractors.



What is a Hot Works Program?

For the Property Loss Management Program, RMTD considers the requirements set by International Fire Code 2009 Edition (IFC2009).

The State of Montana, State Fire Marshall has adopted this as the source of Code for the state.



General:

(IFC 2009, Section 2601)

Hot work shall only be conducted in areas designed or authorized for that purpose by the personnel responsible for a Hot Work Program.

Areas designed for hot work include some shop area. These areas may be designed for this purpose however, precautions are required nonetheless.

Areas authorized for hot work are areas not designed for this purpose. Because they are not designed for hot work, precautions must be taken to make these areas safe for hot work activities.

There are areas which cannot be made safe and situations which are not safe for hot work activities.

General:

(IFC 2009, Section 2601)

Hot work shall not be conducted in the following areas unless approval has been obtained from the fire code official:

1. Areas where the sprinkler system is impaired.



General:

(IFC 2009, Section 2601)

Hot work shall not be conducted in the following areas unless approval has been obtained from the fire code official:

2. Areas where there exists the potential of an explosive atmosphere, such as locations where flammable gases, liquids or vapors are present.



General:

(IFC 2009, Section 2601)

Hot work shall not be conducted in the following areas unless approval has been obtained from the fire code official:

3. Areas with readily ignitable materials, such as storage of large quantities of bulk sulfur, baled paper, cotton, lint, dust or loose combustible materials.



General:

(IFC 2009, Section 2601)

Hot work shall not be conducted in the following areas unless approval has been obtained from the fire code official:

5. At other locations as specified by the fire code official.



General:

(IFC 2009, Section 2601)

Compressed gas cylinders and fuel containers shall comply with this chapter and Chapter 30, Compressed Gases.



Definitions:

(IFC 2009, Section 2602)

HOT WORK AREA. The area exposed to sparks, hot slag, radiant heat, or convective heat as a result of the hot work.

HOT WORK PERMITS. Permits issued by the responsible *person* permitting welding or other hot work to be done in locations referred to in Section 2603.3 and pre-permitted.

- Hot work permits are not issued by the fire department or fire code official. Flexibility is given to allow facilities to designate a trained, responsible individual.

HOTWORK PROGRAM. A permitted program, carried out by *approved* facilities-designated personnel, allowing them to oversee and issue permits for hot work conducted by their personnel or at their facility. The intent is to have trained, on-site, responsible personnel ensure that required hot work safety measures are taken to prevent fires and fire spread.

Definitions:

(IFC 2009, Section 2602)

RESPONSIBLE PERSON (Permit Authorizing Individual). A person trained in the safety and fire safety considerations concerned with hot work.

Responsible for reviewing the sites prior to issuing permits as part of the hot work permit program and following up as the job progresses.

- This is the person designated and authorized to administer the hot work program. They should be trained in hot work operations and fire safety.
- Since this person reviews sites prior to issuing hot work permits (if they approve) this person should not be the hot work operator.

Individuals



Responsible Person (Permit Authorizing Individual) - This is a facility employee with the knowledge and authority to administer the hot work program.



Hot Work Operator- This is an employee or contractor who performs the actual hot work activity.



Fire Watch- This is an individual responsible to be present during hot work activities and monitoring the areas for fire. This could be an employee or a contractor's employee.



Monitor- This is an individual who checks on the hot work area for a period of time after the work is completed. This is usually an employee.

General Requirements:

(IFC 2009, Section 2603)

Hot work permits shall be available for review before during, and after the work.

- Proper signatures, indications of precautions taken, and all required copies of the permit should be available.
- Review may be by the facility's personnel, the *responsible person*, RMTD, or others.



General Requirements:

(IFC 2009, Section 2603)

A permit for hot work operations shall not be issued unless the individuals in charge of performing such operations are capable of performing such operations safely.

- The *Permit Authorizing Individual* should confirm this prior to issuing a hot work permit.
- Every job is different making it impractical to consider an individual 'qualified' in a blanket fashion.
- The qualifications of contractors should be considered.



General Requirements:

(IFC 2009, Section 2603)

Visible hazard identification signs shall be provided at the hot work area. Where the hot work area is accessible to persons other than the *Hot Work Operator*, conspicuous signs shall be posted to warn others.

- Often this signage is conveniently provided on the back of the hot work permit.
- Multiple warning signs may be needed.
- Discussion of the work process and safety concerns can be beneficial.
- Signage is also needed at fixed hot work locations when hot work activities are underway.



Fire Safety Requirements:

(IFC 2009, Section 2604)

- These requirements should be incorporated in the permit program.
- Check-offs can be on the permit form to assist those involved and to document precautions are met.
- Required precautions must be taken prior to hot work activities being permitted to begin.
- Required precautions can vary and are specific to the job.
- The *Permit Authorizing Individual* verifies a safe condition is established per these requirements prior to issuing a permit authorizing hot work activities.

Fire Safety Requirements:

(IFC 2009, Section 2604)

Combustibles:

Hot work areas shall not contain combustibles or shall be provided with appropriate shielding to prevent sparks, slag or heat from igniting exposed combustibles.



- Ideally the hot work area should be void of combustibles in all directions.
- A shield may need to be both noncombustible and insulating.
- This condition should be verified by the hot work operator and the permit authorizing individual.

Fire Safety Requirements:

(IFC 2009, Section 2604)

Openings:

Openings or cracks within the hot work area shall be tightly covered or shielded to prevent passage of sparks or slag.

- Shielding should be by metal fire-resistant guards.
- Approved curtains may be used.
- This condition should be verified by the hot work operator and the permit authorizing individual.



Fire Safety Requirements:

(IFC 2009, Section 2604)

Floors:

Floors shall be kept clean within the hot work area.

For fixed hot work areas, the floor should be of noncombustible material.



- This is a basic fire safety issue.
- Extra attention may be warranted in buildings under renovation because of a higher concentration of dust and other combustibles.
- This condition should be verified by the hot work operator and the permit authorizing individual.

Fire Safety Requirements:

(IFC 2009, Section 2604)

Conveyors:

Conveyor systems that are capable of carrying sparks to distant combustibles shall be shielded or shut down.

- This condition should be verified by the hot work operator and the permit authorizing individual.



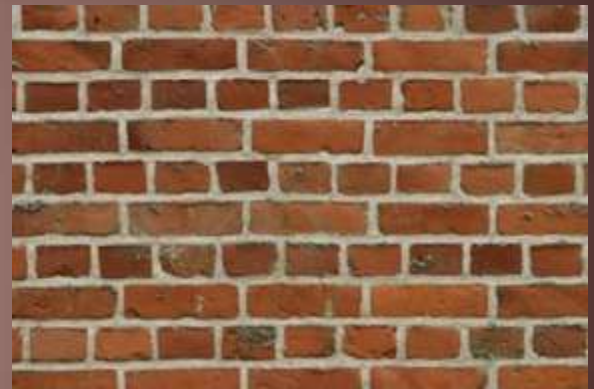
Fire Safety Requirements:

(IFC 2009, Section 2604)

Partitions:

Partitions segregating hot work areas from other areas shall be noncombustible. In fixed hot work areas, partitions shall be securely connected to the floor. Partitions shall prevent the passage of sparks, slag, and heat from the hot work area.

- Conscious awareness of partitions should be given avoiding assumptions of their integrity.
- This condition should be verified by the hot work operator and the permit authorizing individual.



Fire Safety Requirements:

(IFC 2009, Section 2604)

Flammables:

Hot work shall not be performed on containers or equipment that contains or has contained flammable liquids, gases or solids until the containers and equipment have been thoroughly cleaned, inerted or purged.

- Exception: “hot tapping” may be allowed on tanks and pipe lines when such work is conducted by *approved* personnel. The facility may address this exception.
- This condition should be verified by the hot work operator and the permit authorizing individual.



Fire Safety Requirements:

(IFC 2009, Section 2604)

Sprinkler Protection:

Automatic sprinkler protection shall not be shut off or impaired while hot work is performed. As needed, noncombustible barriers or damp cloth guards may shield sprinkler heads and must be removed when the work is completed.

- When sprinklers are shielded, responsibility should be assigned to removing the shielding after the work is completed. This additional requirement may be added to the permit form by the permit authorizing individual.
- This condition should be verified by the hot work operator and the permit authorizing individual.



Fire Safety Requirements:

(IFC 2009, Section 2604)

Fire Detection:

Approved special precautions shall be taken to avoid accidental operation of automatic fire detection systems.

- IFC does not provide methodologies for achieving this.
- If fire detection systems are de-activated, additional fire watches should be required by the permit authorizing individual. Systems should be re-activated as soon as permissible.
- This condition should be verified by the hot work operator and the permit authorizing individual.



Fire Safety Requirements:

(IFC 2009, Section 2604)

Fire Watch (Time):

A fire watch shall be provided during hot work activities and for a minimum of 30 minutes after the conclusion of the work. The permit authorizing individual, may extend the period for a fire watch.

- The requirement of 30 minutes may not be lessened.
- More than one fire watch may be required.
- The hot work operator should ensure fire watch is positioned prior to beginning hot work activities.
- A procedure for the assignment of fire watch personnel should be established.



Fire Safety Requirements:

(IFC 2009, Section 2604)

Fire Watch (Exception):

Exception: Where the hot work area has no fire hazards or combustible exposures, a fire watch may not be required.

- An exception is provided by IFC for when combustibles are simply not present. This should be a rare exception and confirmed by the permit authorizing individual.
- The facility may address this exception.



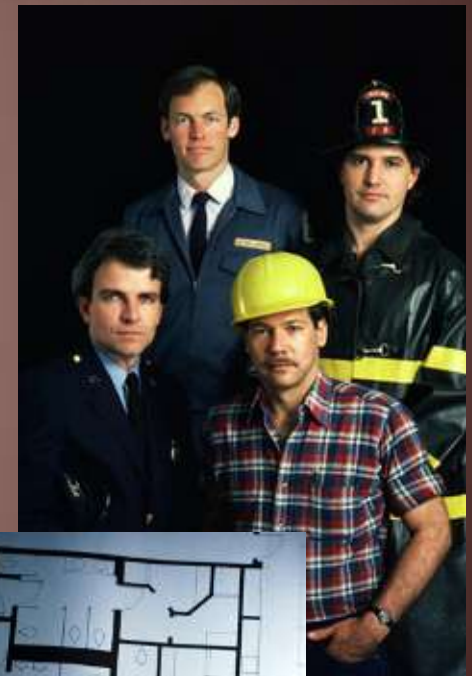
Fire Safety Requirements:

(IFC 2009, Section 2604)

Fire Watch (Position):

The fire watch shall include the entire hot work area to include vertical or horizontal fire exposures that are not observable by a single individual.

- The type of application of hot work, the configuration and layout of the space, and the types of materials in the area should be considered when determining the positioning and number of fire watches.
- Fire watches should be able to watch the entire area with all senses (see, hear, smell).
- The permit authorizing individual may make requirements of fire watch numbers of positioning.



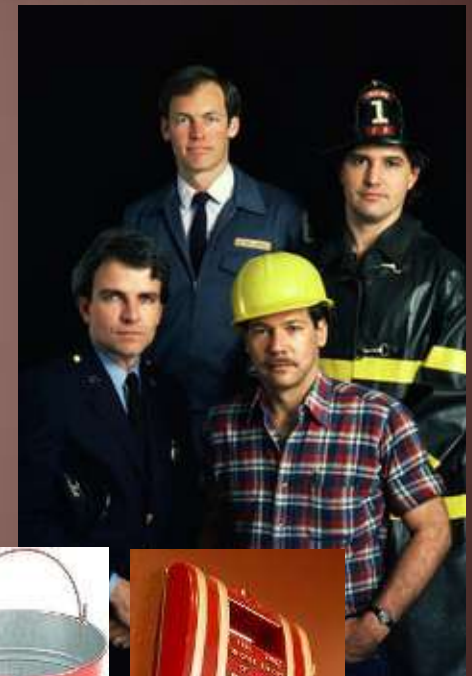
Fire Safety Requirements:

(IFC 2009, Section 2604)

Fire Watch (Equipping & Responsibilities):

Fire watch individuals shall have fire-extinguishing equipment readily available and be trained in the use of such equipment. They are responsible for extinguishing spot fires and communicating an alarm.

- Fire watches should identify and extinguish fires in the incipient stage when possible, and activate the emergency response plan as needed.
- Fire watch individuals require training.
- Fire-extinguishing equipment may vary.
- This condition should be verified by the fire watch, work operator and the permit authorizing individual prior to beginning hot work activities.



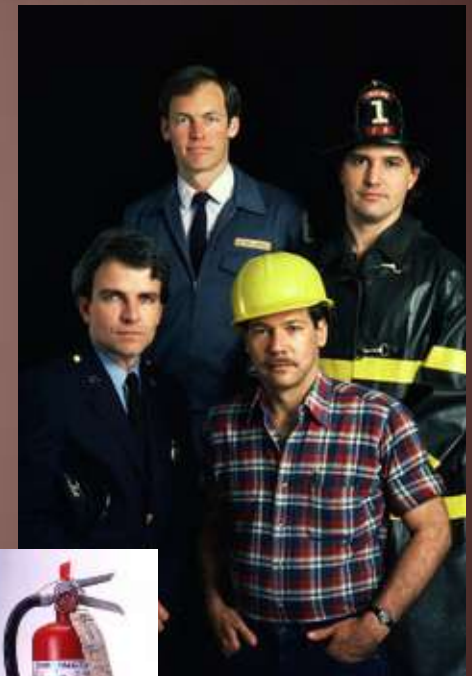
Fire Safety Requirements:

(IFC 2009, Section 2604)

Fire Watch (Training):

The hot work operator and fire watch(es) shall be trained in the use of portable fire extinguishers. At least one 2A:20B:C extinguisher shall be readily available (within 30-feet) of the hot work area.

- Individuals need to be trained in the operation of fire control equipment they are charged to use.
- Each fire watch needs to be equipped.
- The fire watch, hot work operator and the permit authorizing individual should ensure individuals are properly trained and equipped prior to beginning hot work activities.



Fire Safety Requirements:

(IFC 2009, Section 2604)

Area Reviews:

Before hot work is permitted, the area shall be inspected by the permit authorizing individual to ensure that it is a fire safe area. Information shown on the permit should be verified prior to signing the permit and authorizing the work.



- The permit authorizing individual should personally preview the area before authorizing the work to begin.
- If the area is not safe, a permit should not be issued. The area should be made safe or alternatives should be sought.
- The work area should be reviewed daily. Hot work permits should not be issued for greater than 1-day. After 1-day the permit authorizing individual can issue a new permit or extend the existing permit after full review.

Recommended Permit Procedures:

Before any hot work ,
the job should be reviewed to
identify if there is
a safer way of
effectively/efficiently
doing the job.



Recommended Permit Procedures:

The
WHO, WHEN and WHERE
information of the permit
is completed

Global Risk Consultants* **HOT WORK PERMIT**

**BEFORE INITIATING HOT WORK, 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, Polishing, Threading Pipe, Torch-Applied Roofing, and Welding.

Instruction:
The Permit-Authoring Individual must:
a) Verify precautions listed at right for its use proceed with the work.
b) Complete and return this page.
c) Give the second page to the person doing the work.

Who, When, and Where?
Hot Work Being Done By:
 Employee
 Contractor
Date: _____ Job Number: _____
Location/Building and Floor: _____
Nature of Job/Object: _____
Name of Person Doing Hot Work: _____

I verify 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.
Signature of Permit-Authoring Individual: _____

Expiration Date: _____ Expiration Time: AM PM

THIS PERMIT IS GOOD FOR ONE DAY ONLY!

There are no safer ways of effectively/efficiently doing this job.

Required Precautions Checklist

- Available fire extinguishers, fire streams, and extinguishers are in service and ready for use.
- All fire extinguishers are in good repair.
- All fire extinguishers are within a 35 foot "sphere" of work.
- Flammable liquids, dust, oil, and oil deposits removed.
- Explosive atmosphere in area eliminated.
- Floor swept clean.
- Fans and conveyors isolated or shut down.
- Combustible floor wet down, covered with damp sand or fire-resistant shields.
- Remove other combustibles where possible. Otherwise protect with fire-resistant tarpaulins or metal shields.
- All wall and floor openings covered.
- Fire-resistant tarpaulins suspended beneath work.

Work on walls/ceilings or enclosed equipment:

- Construction is noncombustible and without combustible covering or insulation.
- Combustibles on other side of walls moved away.
- Enclosed equipment cleaned of all combustibles.
- Containers purged of flammable liquids/gases.

Fire watch/hot work area monitoring requirements:

- Fire watch will be provided during and for _____ minutes after work, including all coffee or lunch breaks.
- Fire watch is supplied with suitable extinguishers, charged wheel hose.
- Fire watch is trained in the use of this equipment and in sounding alarm.
- Include additional watch for adjoining areas, above, or below.
- Monitor hot work area periodically for _____ hours after job is completed.

Other precautions taken:

- Confine Space or Lockout/Tagout permit required.
- Area smokes or heat detection had been disabled.
- Other: _____

Recommended Permit Procedures:

The applicable precautions are taken and confirmed.

✓ This can be done by the work control staff or the hot work operator for examples.

(If the work will performed by a contractor, you may ensure precautions are in place prior to their arrival.)



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 Employee
 Contractor

Date: _____ Job Number: _____

Location/Building and Floor: _____

Nature of Job/Object: _____

Name of Person Doing Hot Work: _____

I verify 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.

Signature of Permit-Authoring Individual: _____

Expiration Date: _____ Expiration Time: AM PM

THIS PERMIT IS GOOD FOR ONE DAY ONLY!

There are no safer ways of effectively/efficiently doing this job.

Required Precautions Checklist

Available firelines, hose streams, and extinguishers are in service/operable
 Hot Work equipment in good repair

Requirements within a 35 foot "sphere" of work:

Flammable liquids, dust, oil, and oil deposits removed
 Explosive atmosphere in area eliminated
 Floor swept clean
 Fans and conveyors isolated or shut down
 Combustible floor wet down, covered with damp sand or fire-resistant shields
 Remove other combustibles where possible. Otherwise protect with fire-resistant tarpaulins or metal shields
 All wall and floor openings covered
 Fire-resistant tarpaulins suspended beneath work

Work on walls/ceilings or enclosed equipment:

Construction is noncombustible and without combustible covering or insulation
 Combustibles on other side of walls moved away
 Enclosed equipment cleaned of all combustibles
 Containers purged of flammable liquids/gases

Fire watch/hot work area monitoring requirements:

Fire watch will be provided during and for _____ minutes after work, including all coffee or lunch breaks
 Fire watch is supplied with suitable extinguishers, charged wheel hose
 Fire watch is trained in the use of this equipment and in sounding alarm
 Include additional watch for adjoining areas, above, or below
 Monitor hot work area periodically for _____ hours after job is completed

Other precautions taken:

Confine Spaces or Lockout/Tagout permit required
 Area struck or heat detection had been disabled
 Other: _____

Page 1

Recommended Permit Procedures:

The permit is presented to the permit authorizing individual for review and approval.

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Hot Work Being Done By:
 Employee
 Contractor
Date: _____ Job Number: _____
Location/Building and Floor: _____
Nature of Job/Object: _____
Name of Person Doing Hot Work: _____

I verify 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.
Signature of Permit-Authorizing Individual: _____

Expiration Date: _____ Expiration Time: AM PM

THIS PERMIT IS GOOD FOR ONE DAY ONLY!

There are no safer ways of effectively/efficiently doing this job.

Required Precautions Checklist

Requirements within a 35 foot "sphere" of work:

- Available ladders, hose streams, and extinguishers are in service/operable
- Hot Work equipment in good repair
- Flammable liquids, dust, oil, and oil deposits removed
- Explosive atmosphere in area eliminated
- Floor swept clean
- Fans and conveyors isolated or shut down
- Combustible floor wet down, covered with damp sand or fire-resistant shells
- Remove other combustibles where possible. Otherwise protect with fire-resistant tarpaulins or metal shields
- All wall and floor openings covered
- Fire-resistant tarpaulins suspended beneath work

Work on walls/ceilings or enclosed equipment:

- Construction is noncombustible and without combustible covering or insulation
- Combustibles on other side of walls moved away
- Enclosed equipment cleaned of all combustibles
- Containers purged of flammable liquids/gases

Fire watch/hot work area monitoring requirements:

- Fire watch will be provided during and for _____ minutes after work, including all coffee or lunch breaks
- Fire watch is supplied with suitable extinguishers, charged wheel hose
- Fire watch is trained in the use of this equipment and in sounding alarm
- Include additional watch for adjoining areas, above, or below
- Monitor hot work area periodically for _____ hours after job is completed

Other precautions taken:

- Confine Spaces or Lockout/Tagout permit required
- Area smoke or heat detection had been checked
- Other: _____

Page 1



Recommended Permit Procedures:

The permit authorizing individual reviews the hot work permit and the hot work area to verify that applicable precautions are taken to ensure a safe operation.

✓ The hot work area is visited.

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Date: _____ Job Number: _____

Location/Building and Floor: _____

Nature of Job/Object: _____

Name of Person Doing Hot Work: _____

I verify 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.

Signature of Permit-Authorizing Individual: _____

Expiration Date: _____ Expiration Time: AM PM

THIS PERMIT IS GOOD FOR ONE DAY ONLY!

Required Precautions Checklist

There are no safer ways of effectively/efficiently doing this job.

Available firelines, hose streams, and extinguishers are in service/operable

Hot Work equipment in good repair

Requirements within a 35 foot "sphere" of work:

Flammable liquids, dust, oil, and oil deposits removed

Explosive atmosphere in area eliminated

Floor swept clean

Fans and conveyors isolated or shut down

Combustible floor wet down, covered with damp sand or fire-resistant shells

Remove other combustibles where possible. Otherwise protect with fire-resistant tarpaulins or metal shields

All wall and floor openings covered

Fire-resistant tarpaulins suspended beneath work

Work on walls/ceilings or enclosed equipment:

Construction is noncombustible and without combustible covering or insulation

Combustibles on other side of walls moved away

Enclosed equipment cleaned of all combustibles

Enclosures purged of flammable liquids/vapors

Fire watch/hot work area monitoring requirements:

Fire watch will be provided during and for _____ minutes after work, including all coffee or lunch breaks

Fire watch is supplied with suitable extinguishers, charged wheel hose

Fire watch is trained in the use of this equipment and in sounding alarm

Include additional watch for adjoining areas, above, or below

Monitor hot work area periodically for _____ hours after job is completed

Other precautions taken:

Confine Spaces or Lockout/Tagout permit required

Area smokes or heat detection had been disabled

Other: _____

Page 1



Recommended Permit Procedures:

The permit authorizing individual may extend the time a fire watch is required, or require additional fire watches.

✓ A fire watch shall be provided during hot work activities and shall continue for a minimum of 30 minutes after the conclusion of the work.

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Required Precautions Checklist

- There are no safer ways of effectively/efficiently doing this job.
- Available ladders, hose streams, and extinguishers are in service/operable.
- Hot Work equipment in good repair.
- Requirements within a 35 foot "sphere" of work:**
 - Flammable liquids, dust, oil, and oil deposits removed.
 - Explosive atmosphere in area eliminated.
 - Floor swept clean.
 - Fans and conveyors isolated or shut down.
 - Combustible floor wet down, covered with damp sand or fire-resistant shells.
 - Remove other combustibles where possible. Otherwise protect with fire-resistant tarpaulins or metal shields.
 - All wall and floor openings covered.
 - Fire-resistant tarpaulins suspended beneath work.
- Work on walls/ceilings or enclosed equipment:**
 - Construction is noncombustible and without combustible covering or insulation.
 - Combustibles on other side of walls moved away.
 - Enclosed equipment cleaned of all combustibles.
 - Generators purged of flammable liquids/gases.
- Fire watch/hot work area monitoring requirements:**
 - Fire watch will be provided during and for _____ minutes after including all coffee or lunch breaks.
 - Fire watch is supplied with suitable extinguishers, charged wheel hose.
 - Fire watch is trained in the use of this equipment and in sounding alarm.
 - Include additional watch for adjoining areas, above, or below.
 - Monitor hot work area periodically for _____ hours after job is completed.
- Other precautions taken:**
 - Confine Spaces or Lockout/Tagout permit required.
 - Area smokes at heat detection had been disabled.
 - Other: _____



Recommended Permit Procedures:

The permit authorizing individual may extend the time a fire monitor must monitor the area.

✓ A fire monitor must check the area for at least 6 hours following the conclusion of the work.

Global Risk Consultants® **HOT WORK PERMIT**

**BEFORE INITIATING HOT WORK, ENSURE PRECAUTIONS ARE IN PLACE!
MAKE SURE SPINKLERS 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, Polishing, Threading Pipe, Torch-Applied Roofing, and Welding.

Instruction:
The Permit-Authorizing Individual must:
a) Verify precautions listed at right but do not proceed with the work;
b) Complete and return this page;
c) Give the second page to the person doing the work.

Who, When, and Where?
Hot Work Being Done By:
 Employee
 Contractor
Date: _____ Job Number: _____
Location/Building and Floor: _____
Nature of Job/Object: _____
Name of Person Doing Hot Work: _____

I verify 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.
Signature of Permit-Authorizing Individual: _____

Expiration Date: _____ Expiration Time: AM PM

THIS PERMIT IS GOOD FOR ONE DAY ONLY!

Required Precautions Checklist

There are no safer ways of effectively/efficiently doing this job.

Available firelines, hose streams, and extinguishers are in service/operable
 Hot Work equipment in good repair

Requirements within a 35 foot "sphere" of work:

Flammable liquids, dust, oil, and oil deposits removed
 Explosive atmosphere in area eliminated
 Floor swept clean
 Fans and conveyors isolated or shut down
 Combustible floor wet down, covered with damp sand or fire-resistant shells
 Remove other combustibles where possible. Otherwise protect with fire-resistant tarpaulins or metal shields
 All wall and floor openings covered
 Fire-resistant tarpaulins suspended beneath work

Work on walls/ceilings or enclosed equipment:

Construction is noncombustible and without combustible covering or insulation
 Combustibles on other side of walls moved away
 Enclosed equipment cleaned of all combustibles
 Contents purged of flammable liquids/vapors

Fire watch/hot work area monitoring requirements:

Fire watch will be provided during and for _____ minutes after work, including all coffee or lunch breaks
 Fire watch is supplied with suitable extinguishers, charged and ready for use
 Fire watch is trained in the use of this equipment and in sounding alarm
 Include additional watch for adjoining areas, above, or below
 Monitor hot work area periodically for _____ hours after job is completed

Other precautions taken:

Confine Spaces or Lockout/Tagout permit required
 Area smoke or heat detection had been checked
 Other: _____



Recommended Permit Procedures:

The permit authorizing individual may place other requirements on the hot work operation.

- ✓ Protection of the sprinkler system.
- ✓ Special notifications.
- ✓ Address special hazards.

Global Risk Consultants® **HOT WORK PERMIT**

**BEFORE INITIATING HOT WORK, 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, Polishing, Threading Pipe, Torch-Applied Roofing, and Welding.

Instruction:
The Permit-Authorizing Individual must:
a) Verify precautions listed at right for its use proceed with the work.
b) Complete and return this page.
c) Give the second page to the person doing the work.

Who, When, and Where?
Hot Work Being Done By:
 Employee
 Contractor
Date: _____ Job Number: _____
Location/Building and Floor: _____
Nature of Job/Object: _____
Name of Person Doing Hot Work: _____

I verify 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.
Signature of Permit-Authorizing Individual: _____

Expiration Date: _____ Expiration Time: AM PM

THIS PERMIT IS GOOD FOR ONE DAY ONLY!

Required Precautions Checklist

There are no safer ways of effectively/efficiently doing this job.

Available firelines, hose streams, and extinguishers are in service/operable.
 Hot Work equipment in good repair.

Requirements within a 35 foot "sphere" of work:

Flammable liquids, dust, lint, and oil deposits removed.
 Explosive atmosphere in area eliminated.
 Floor swept clean.
 Fans and conveyors isolated or shut down.
 Combustible floor wet down, covered with damp sand or fire-resistant shells.
 Remove other combustibles where possible. Otherwise protect with fire-resistant tarpaulins or metal shields.
 All wall and floor openings covered.
 Fire-resistant tarpaulins suspended beneath work.

Work on walls/ceilings or enclosed equipment:

Construction is noncombustible and without combustible covering or insulation.
 Combustibles on other side of walls moved away.
 Enclosed equipment cleaned of all combustibles.
 Containers purged of flammable liquids/gases.

Fire watch/hot work area monitoring requirements:

Fire watch will be provided during and for _____ minutes after work, including all coffee or lunch breaks.
 Fire watch is supplied with suitable extinguishers, charged wheel hose.
 Fire watch is trained in the use of this equipment and in sounding alarm.
 Include additional watch for adjoining areas, above, or below.
 Monitor hot work area periodically for _____ hours after job is completed.

Other precautions taken:

Confine Spaces or Lockout/Tagout permit required.
 Area smoke or heat detection had been disabled.
 Other: _____



Recommended Permit Procedures:

Global Risk Consultants® HOT WORK PERMIT

**BEFORE INITIATING HOT WORK, 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, Polishing, Threading Pipe, Torch-Applied Roofing, and Welding.

Instruction:
The Permit-Authorizing Individual must:
a) Verify precautions listed at right for its use proceed with the work.
b) Complete and return this page.
c) Give the second page to the person doing the work.

Who, When, and Where?
Hot Work Being Done By:
 Employee
 Contractor
Date: _____ Job Number: _____
Location/Building and Floor: _____
Nature of Job/Object: _____
Name of Person Doing Hot Work: _____

I verify the above location has been examined, precautions checked on the Required Precautions Checklist, and that all necessary fire safety equipment has been taken to prevent fire, and permission is authorized for work.
Signature of Permit-Authorizing Individual: _____

Required Precautions Checklist

There are no safer ways of effectively/efficiently doing this job.

Required Precautions Checklist

Available fire extinguishers, hose streams, and extinguishers are in service/operable
 Hot Work equipment in good repair

Requirements within a 35 foot "sphere" of work:

Flammable liquids, dust, oil, and oil deposits removed
 Explosive atmosphere in area eliminated
 Floor swept clean
 Fans and conveyors isolated or shut down
 Combustible floor wet down, covered with damp sand or fire-resistant shovels
 Remove other combustibles where possible. Otherwise protect with fire-resistant tarpaulins or metal shields
 All wall and floor openings covered
 Fire-resistant tarpaulins suspended beneath work

Work on ceilings or enclosed equipment:

Work on ceilings or enclosed equipment must be done with suitable and without combustible covering
 All combustible material on either side of walls moved away
 Enclosed equipment cleaned of all combustibles

Fire watch monitoring requirements:

Fire watch must be assigned during and for _____ minutes after work is completed
 Fire watch must be supplied with suitable extinguishers, charged wheel hose, and fire alarm pull station
 Fire watch is trained in the use of this equipment and in sounding alarm
 Include additional watch for adjoining areas, above, or below
 Monitor hot work area periodically for _____ hours after job is completed

Other precautions taken:

Confine Spaces or Lockout/Tagout permit required
 Area smoke or heat detection had been disabled
 Other: _____

Expiration Date: _____ Expiration Time: _____

THIS PERMIT IS GOOD FOR ONE DAY ONLY!

Page 1

The permit authorizing individual signs the permit, authorizing the work to begin only if conditions warrant. Expiration date & time are provided.

- ✓ Permits are valid for 1 day only.
- ✓ If work lasts more than 1-day, a new permit should be issued at that time.



Recommended Permit Procedures:

Page 1 of the hot work permit is filed with the permit authorizing individual or responsible person.

✓ The permit is tracked through the completion of the hot work activity.

Global Risk Consultants® **HOT WORK PERMIT**

**BEFORE INITIATING HOT WORK, 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, Polishing, Threading Pipe, Torch-Applied Roofing, and Welding.

Instruction:
The Permit-Authorizing Individual must:
a) Verify precautions listed at right for its use proceed with the work.
b) Complete and return this page.
c) Give the second page to the person doing the work.

Who, When, and Where?
Hot Work Being Done By:
 Employee
 Contractor

Date: _____ Job Number: _____

Location/Building and Floor: _____

Nature of Job/Object: _____

Name of Person Doing Hot Work: _____

I verify 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.

Signature of Permit-Authorizing Individual: _____

Expiration Date: _____ Expiration Time: AM PM

THIS PERMIT IS GOOD FOR ONE DAY ONLY!

Required Precautions Checklist

There are no safer ways of effectively/efficiently doing this job.

Available firelines, hose streams, and extinguishers are in service/operable.
 Hot Work equipment in good repair.

Requirements within a 35 foot "sphere" of work:

Flammable liquids, dust, lint, and oil deposits removed.
 Explosive atmosphere in area eliminated.
 Floor swept clean.
 Fans and conveyors isolated or shut down.
 Combustible floor wet down, covered with damp sand or fire-resistant shovels.
 Remove other combustibles where possible. Otherwise protect with fire-resistant tarpaulins or metal shields.
 All wall and floor openings covered.
 Fire-resistant tarpaulins suspended beneath work.

Work on walls/ceilings or enclosed equipment:

Construction is noncombustible and without combustible covering or insulation.
 Combustibles on other side of walls moved away.
 Enclosed equipment cleaned of all combustibles.
 Containers purged of flammable liquids/gases.

Fire watch/hot work area monitoring requirements:

Fire watch will be provided during and for _____ minutes after work, including all coffee or lunch breaks.
 Fire watch is supplied with suitable extinguishers, charged wheel hose.
 Fire watch is trained in the use of this equipment and in sounding alarm.
 Include additional watch for adjoining areas, above, or below.
 Monitor hot work area periodically for _____ hours after job is completed.

Other precautions taken:

Confine Spaces or Lockout/Tagout permit required.
 Area smoke or heat detection had been checked.
 Other: _____

Page 1



Recommended Permit Procedures:

The hot work operator indicates on the permit the time the work started and posts the permit at the site.

- ✓ The work should not begin if the fire watch is not set, precautions are not confirmed, or the operation is not deemed to be safe.

Global Risk Consultants® **HOT WORK PERMIT**

WARNING **HOT WORK IN PROGRESS**
WATCH FOR FIRE!

Instruction

1. Person doing hot work: Indicate time started and post permit at hot work location. After hot work, indicate time completed and have permit posted to file (back).
2. Fire Watch: Prior to leaving area, do final inspection, sign, have permit posted and notify Permit Authorizing Individual.
3. Monitor: After 15 hours, do final inspection, sign, and return to Permit Authorizing Individual.

Who, When, and Where?

Hot Work Being Done By:
 Employee
 Contractor

Title: _____ Job Number: _____

Location/Building and Floor: _____

Name of Job/Client: _____

Name of Person Doing Hot Work: _____

I verify 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.

Signature of Permit Authorizing Individual: _____

Time Started: AM PM

Expiration Date: _____ Time: AM PM

Work area and all adjacent areas to which sparks and heat might have spread were inspected during the watch period and were found to be safe.

Signature of Fire Watch: _____ Time: _____

Work area was checked for _____ hours following hot work and found to be safe.

Signature of Monitor: _____ Time: _____

There are no safer ways of effectively/efficiently doing this job.

Required Precautions Checklist
(must be retained as record of hot work activity)

- Available: Sprinklers, hose streams, and extinguishers are in service/operable
- Hot Work equipment in good repair

Requirements within a 35 foot "spheres" of work:

- Flammable liquids, dust, lint, and oil deposits removed
- Explosive atmospheres in areas eliminated
- Floor swept clean
- Fans and conveyors isolated or shut down
- Combustible floor wet down, covered with damp sand or fire resistant shield
- Remove other combustibles where possible. Otherwise protect with fire-resistant shields or metal shields
- All wall and floor openings covered
- Fire-resistant tarpaulins suspended beneath work

Work on walls/ceilings or enclosed equipment:

- Construction is noncombustible and without combustible covering or insulation
- Combustibles on other side of walls moved away
- Enclosed equipment cleaned of all combustibles
- Vent system purged of flammable gases/vapors

Fire watch/hot work area monitoring requirements:

- Fire watch will be provided during and for _____ minutes after work, including all coffee or lunch breaks
- Fire watch is supplied with suitable extinguishers, charged small hose
- Fire watch is trained in the use of this equipment and is sounding alarm
- Include additional watch for adjoining areas, above, or below
- Monitor hot work area periodically for _____ hours after job to-completed

Other precautions taken:

- Confine Space or Lockout/Tagout permit required
- Area smoke or heat detector had been disabled
- Other: _____

Page 2



Recommended Permit Procedures:

The fire watch monitors the work area and adjacent areas during the hot work activity and for a minimum of 30 minutes after the conclusion of the work.

- ✓ The permit may require fire watch for more than the minimum 30-minutes.
- ✓ The permit may require more than one fire watch.

Global Risk Consultants® **HOT WORK PERMIT**

WARNING **HOT WORK IN PROGRESS**
WATCH FOR FIRE!

Instruction

1. Person doing hot work: Indicate time started and your permit at hot work location. After hot work, indicate time completed and have permit voided by Fire Watch.
2. Fire Watch: Prior to leaving area, do final inspection, sign, leave permit posted and notify Permit Authorizing Individual.
3. Monitor: After 01 hours, do final inspection, sign, and return to Permit Authorizing Individual.

Who, When, and Where?

Hot Work Being Done By:
 Employee
 Contractor

Title: _____ Job Number: _____

Location/Building and Floor: _____

Nature of Job/Task: _____

Name of Person Doing Hot Work: _____

I verify the above location has been examined, the procedures checked on the Required Precautions Checklist have been taken to prevent fire, and permission is authorized for work.

Signature of Permit Authorizing Individual: _____

Time Started: AM PM Time Finished: AM PM
Expiration Date: _____ Expiration Time: AM PM

Work area and all adjacent areas to which sparks and heat might have spread were inspected during the watch period and were found to safe.

Signature of Fire Watch: _____ Time: _____

Work area was checked for _____ hours following hot work and found to safe.

Signature of Monitor: _____ Time: _____

There are no safer ways of effectively/efficiently doing this job.

Required Precautions Checklist
(must be retained as record of hot work activity)

Available Sprinklers, hose streams, and extinguishers are in service/operable

Hot Work equipment in good repair

Requirements within a 35 foot "sphere" of work:

- Flammable liquids, dust, lint, and oil deposits removed
- Explosive substances in areas eliminated
- Floor swept clean
- Fans and conveyors isolated or shut down
- Combustible floor wet-down, covered with damp sand or fire resistant shovels
- Remove other combustibles where possible. Otherwise protect with fire-resistant tape/curbs or metal shields
- All wall and floor openings covered
- Fire-resistant tarpaulins suspended beneath work

Work on walls/ceilings or enclosed equipment:

- Construction is noncombustible and without combustible covering or insulation
- Combustibles on other side of walls moved away
- Enclosed equipment cleaned of all combustibles
- Containers purged of flammable liquids/gases

Fire watch/hot work area monitoring requirements:

- Fire watch will be provided during and for _____ minutes after work, including all coffee or lunch breaks
- Fire watch is supplied with suitable extinguishers, charged small hose
- Fire watch is trained in the use of this equipment and is sounding alarm
- Include additional watch for adjoining areas, above, or below
- Monitor hot work area periodically for _____ hours after job to-completed

Other precautions taken:

- Confine Space or Lockout/Tagout permit required
- Area smoke or heat detector had been disabled
- Other: _____



Recommended Permit Procedures:

The hot work operator indicates on the permit the time the work was completed and leaves the permit posted for the fire watch.

Global Risk Consultants® **HOT WORK PERMIT**

WARNING **HOT WORK IN PROGRESS**
WATCH FOR FIRE!

Instruction

1. **Person doing hot work:** Indicate time started and stop permit at hot work location. After hot work, indicate time completed and leave permit posted for Fire Watch.
2. **Fire Watch:** Prior to leaving area, do final inspection, sign, leave permit posted and notify Permit Authorizing Individual.
3. **Monitor:** After 0 hours, do final inspection, sign, and return to Permit Authorizing Individual.

Who, When, and Where?

Hot Work Being Done By:
 Employee
 Contractor

Title: _____ Job Number: _____

Location/Building and Floor: _____

Nature of Job/Project: _____

Name of Person Doing Hot Work: _____

I verify the above location has been examined, the procedures checked on the Required Precautions Checklist have been taken to prevent fire, and permission is authorized for work.

Signature of Permit Authorizing Individual: _____

Time Started: AM PM Time Finished: AM PM
Expiration Date: _____ Expiration Time: AM PM

Work area and all adjacent areas to which sparks and heat might have spread were inspected during the watch period and were found to be safe.

Signature of Fire Watch: _____ Time: _____

Work area was checked for _____ hours following hot work and found to be safe.

Signature of Monitor: _____ Time: _____

There are no safer ways of effectively/efficiently doing this job.

Required Precautions Checklist
(must be retained as record of hot work activity)

- Available Sprinklers, hose streams, and extinguishers are in service/operable
- Hot Work equipment in good repair

Requirements within a 35 foot "sphere" of work:

- Flammable liquids, dust, lint, and oil deposits removed
- Explosive substances in areas eliminated
- Floor swept clean
- Fans and conveyors isolated or shut down
- Combustible floor wet-down, covered with damp sand or fire resistant shield
- Remove other combustibles where possible. Otherwise protect with fire-resistant shields or metal shields
- All wall and floor openings covered
- Fire-resistant tarpaulins suspended beneath work

Work on walls/ceilings or enclosed equipment:

- Construction is noncombustible and without combustible covering or insulation
- Combustibles on ceiling or walls moved away
- Enclosed area protected with fire-resistant shield or tarpaulin

Fire watch monitoring requirements:

- Fire watch will be provided during and for _____ minutes after work, including all coffee or lunch breaks
- Fire watch is supplied with suitable extinguishers, charged small hose
- Fire watch is trained in the use of this equipment and in sounding alarm
- Include additional watch for adjoining areas, above, or below
- Monitor hot work area periodically for _____ hours after job is completed

Other precautions taken:

- Confine Space or Lockout/Tagout permit required
- Area smoke or heat detector had been disabled
- Other: _____

Page 2



Recommended Permit Procedures:

After the prescribed time, the fire watch conducts a final inspection of all areas and signs the permit.

The permit is left in place for the monitor.

- ✓ The signature includes the time the fire watch leaves.
- ✓ Signature indicates a final inspection was performed and all conditions were found to be satisfactory.

Global Risk Consultants® **HOT WORK PERMIT**

WARNING **HOT WORK IN PROGRESS**
WATCH FOR FIRE!

Instruction

1. **Person doing hot work:** Indicate time started and your permit at hot work location. After hot work, indicate time completed and have permit posted to file (next).
2. **Fire Watch:** Prior to leaving area, do final inspection, sign, leave permit posted and notify Permit Authorizing Individual.
3. **Monitor:** After 1 hour, do final inspection, sign, and return to Permit Authorizing Individual.

Who, When, and Where?

Hot Work Being Done By:
 Employee
 Contractor

Title: _____ Job Number: _____

Location/Building and Floor: _____

Nature of Job/Task: _____

Name of Person Doing Hot Work: _____

I verify the above location has been evaluated, the procedures checked on the Required Precautions Checklist have been taken to prevent fire, and permission is authorized for work.

Signature of Permit Authorizing Individual: _____

Time Started: AM PM _____ Time Finished: AM PM _____

Expiration Date: _____ Expiration Time: AM PM _____

Work areas and all adjacent areas to which sparks or heat might have spread were inspected during the watch period and were found to be safe.

Signature of Fire Watch: _____ Time: _____

Work areas were checked for _____ hours following hot work and found to be safe.

Signature of Monitor: _____ Time: _____

There are no safer ways of effectively/efficiently doing this job.

Required Precautions Checklist
(must be retained as record of hot work activity)

- Available Sprinklers, hose streams, and extinguishers are in service/operable
- Hot Work equipment in good repair

Requirements within a 35 foot "sphere" of work:

- Flammable liquids, dust, lint, and oil deposits removed
- Explosive substances in areas eliminated
- Floor swept clean
- Fans and conveyors isolated or shut down
- Combustible floor wet-down, covered with damp sand or fire resistant sheet
- Remove other combustibles where possible. Otherwise protect with fire-resistant shields or metal shields
- All wall and floor openings covered
- Fire-resistant tarpaulins suspended beneath work

Work on walls/ceilings or enclosed equipment:

- Construction is noncombustible and without combustible covering or insulation
- Combustibles on other side of walls moved away
- Enclosed equipment cleaned of all combustibles
- Containers purged of flammable liquids/vapors

Fire watch/hot work area monitoring requirements:

- Fire watch will be provided during and for _____ minutes after work, including all coffee or food breaks
- Fire watch will have _____ portable extinguishers, charged small hose _____ of this equipment and be sounding _____ of this equipment
- Fire watch will check working areas, above, or below _____ areas periodically for _____ hours after job to completed

Other precautions taken:

- Confine Space or Lockout/Tagout permit required
- Area smoke or heat detector had been disabled
- Other _____

Page 2



Recommended Permit Procedures:

After the work is completed, the area is monitored by a fire monitor.

- ✓ Monitoring can be performed by any individual with awareness. Examples can be building occupants, security guards, or custodial staff.
- ✓ The monitor checks the areas periodically.



Global Risk Consultants® **HOT WORK PERMIT**

WARNING **HOT WORK IN PROGRESS**
WATCH FOR FIRE!

Instruction

1. Person doing hot work: Indicate time started and your permit at hot work location. After hot work, indicate time completed and have permit voided by Fire Watch.
2. Fire Watch: Prior to leaving area, do final inspection, sign, have permit posted and notify Permit Authorizing Individual.
3. Monitor: After 15 hours, do final inspection, sign, and return to Permit Authorizing Individual.

Who, When, and Where?

Hot Work Being Done By
 Employee
 Contractor

Title: _____ Job Number: _____

Location/Building and Floor: _____

Name of Job/Client: _____

Name of Person Doing Hot Work: _____

I verify the above location has been achieved, the procedures checked on the Required Precautions Checklist have been taken to prevent fire, and permission is authorized for work.

Signature of Permit Authorizing Individual: _____

Time Started: AM PM Time Finished: AM PM
Expiration Date: _____ Expiration Time: AM PM

Work area and all adjacent areas to which sparks and heat might have spread were inspected during the watch period and were found to safe.

Signature of Fire Watch: _____ Time: _____

Signature of Monitor: _____ Time: _____

Required Precautions Checklist
(must be retained as record of hot work activity)

- There are no safer ways of effectively/efficiently doing this job.
- Available Sprinklers, hose streams, and extinguishers are in service/operable
- Hot Work equipment in good repair
- Requirements within a 35 foot "sphere" of work:**
 - Flammable liquids, dust, lint, and oil deposits removed
 - Explosive atmospheres in areas eliminated
 - Floor swept clean
 - Fans and conveyors isolated or shut down
 - Combustible floor wet down, covered with damp sand or fire resistant shreds
 - Remove other combustibles where possible. Otherwise protect with fire-resistant tarps/curbs or metal shields
 - All wall and floor openings covered
 - Fire-resistant tarpaulins suspended beneath work
- Work on walls/ceilings or enclosed equipment:**
 - Construction is noncombustible and without combustible covering or insulation
 - Combustibles on other side of walls moved away
 - Enclosed equipment cleaned of all combustibles
 - Containers purged of flammable liquids/vapors
- Fire watch/hot work area monitoring requirements:**
 - Fire watch will be provided during and for _____ minutes after work, including all coffee or lunch breaks
 - Fire watch is supplied with suitable extinguishers, charged small hose
 - Fire watch is trained in the use of this equipment and in sounding alarm
 - Include additional watch for adjoining areas, above, or below
 - Monitor hot work area periodically for _____ hours after job to-completed
- Other precautions taken:**
 - Confine Space or Lockout/Tagout permit required
 - Area smoke or heat detector had been disabled
 - Other: _____

Recommended Permit Procedures:

Global Risk Consultants® **HOT WORK PERMIT**

WARNING **HOT WORK IN PROGRESS**
WATCH FOR FIRE!

Instruction

1. **Person doing hot work:** Indicate time started and your permit at hot work location. After hot work, indicate time completed and have permit posted to File Box.
2. **Fire Watch:** Prior to leaving area, do final inspection, sign, have permit posted and notify Permit Authorizing Individual.
3. **Monitor:** After 6 hours, do final inspection, sign, and return to Permit Authorizing Individual.

Who, When, and Where?

Hot Work Being Done By:
 Employee
 Contractor

Title: _____ Job Number: _____

Location/Building and Floor: _____

Name of Job/Client: _____

Name of Person Doing Hot Work: _____

I verify the above location has been evaluated, the precautions checked on the Required Precautions Checklist have been taken to prevent fire, and permission is authorized for work.

Signature of Permit Authorizing Individual: _____

Time Started: AM PM Time Finished: AM PM

Expiration Date: _____ Expiration Time: AM PM

Work area and all adjacent areas to which sparks and heat might have spread were inspected during the watch period and were found to be safe.

Signature of Fire Watch: _____ Time: _____

Work area was checked for _____ hours following the work and found to be safe. _____ hours following the work and found to be safe.

Signature of Monitor: _____

Required Precautions Checklist
(must be retained as record of hot work activity)

- Available Sprinklers, hose streams, and extinguishers are in service/operable
- Hot Work equipment in good repair

Requirements within a 35 foot "sphere" of work:

- Flammable liquids, dust, lint, and oil deposits removed
- Explosive atmospheres in areas eliminated
- Floor swept clean
- Fans and conveyors isolated or shut down
- Combustible floor wet-down, covered with damp sand or fire resistant material
- Remove other combustibles where possible. Otherwise protect with fire-resistant covers or metal shields
- All wall and floor openings covered
- Fire-resistant tarpaulins suspended beneath work

Work on walls/ceilings or enclosed equipment:

- Construction is noncombustible and without combustible covering or insulation
- Combustibles on other side of walls moved away
- Enclosed equipment cleaned of all combustibles
- Containers purged of flammable liquids/vapors

Fire watch/hot work area monitoring requirements:

- Fire watch will be provided during and for _____ minutes after work, including all coffee or lunch breaks
- Fire watch is supplied with suitable extinguishers, charged small hose
- Fire watch is trained in the use of this equipment and is sounding alarm
- Include additional watch for adjoining areas, above, or below
- Monitor hot work area periodically for _____ hours after job to-completed
- Other _____

Page 2

After 6-hours the monitor

- ❑ Conducts a final inspection,
- ❑ Signs the permit, and
- ❑ Returns the permit to the permit authorizing individual.

- ✓ The time requirement may be modified.
- ✓ The signature includes the time the final inspection was performed.
- ✓ Signature indicates a final inspection was performed and all conditions were found to be satisfactory.



Recommended Permit Procedures:

The permit authorizing individual confirms final inspections were performed and the work area was found to be safe.

Pages 1 & 2 of the permit are filed and made available for review.

Global Risk Consultants® **HOT WORK PERMIT**

**BEFORE INITIATING HOT WORK, ENSURE PRECAUTIONS ARE IN PLACE!
MAKE SURE SPINKLERS 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, Polishing, Threading Pipe, Torch-Applied Roofing, and Welding.

Instruction:
The Permit Authorizing Individual must:
a) Verify precautions listed at right for its use proceed with the work.
b) Complete and return this page.
c) Give the second page to the person doing the work.

Who, When, and Where?
Hot Work Being Done By:
 Employee
 Contractor

Date: _____ Job Number: _____

Location/Building and Floor: _____

Nature of Job/Object: _____

Name of Person Doing Hot Work: _____

I verify 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.

Signature of Permit Authorizing Individual: _____

Expiration Date: _____ Expiration Time: AM PM

THIS PERMIT IS GOOD FOR ONE DAY ONLY!

There are no safer ways of effectively/efficiently doing this job.

Required Precautions Checklist

Available Spinklers, hose streams, and extinguishers are in service/operable
 Hot Work equipment in good repair

Requirements within a 35 foot "sphere" of work:

Flammable liquids, dust, oil, and oil deposits removed
 Explosive atmosphere in area eliminated
 Floor swept clean
 Fans and conveyors isolated or shut down
 Combustible floor wet down, covered with damp sand or fire-resistant shells
 Remove other combustibles where possible. Otherwise protect with fire-resistant tarpaulins or metal shields
 All wall and floor openings covered
 Fire-resistant tarpaulins suspended beneath work

Work on walls/ceilings or enclosed equipment:

Construction is noncombustible and without combustible covering or insulation
 Combustibles on other side of walls moved away
 Enclosed equipment cleaned of all combustibles
 Containers purged of flammable liquids/gases

Fire watch/hot work area monitoring requirements:

Fire watch will be provided during and for _____ minutes after work, including all coffee or lunch breaks
 Fire watch is supplied with suitable extinguishers, charged wheel hose
 Fire watch is trained in the use of this equipment and in sounding alarm
 Include additional watch for adjoining areas, above, or below
 Monitor hot work area periodically for _____ hours after job is completed

Other precautions taken:

Confine Spaces or Lockout/Tagout permit required
 Area smoke or heat detection had been checked
 Other: _____



This Concludes
This Presentation.

Questions?

Feel free to contact RMTD at any time with questions
or for assistance with your
Property Loss Management Program.

For Assistance
or with Questions
Contact:

Aric Curtiss
Risk Management & Tort Defense
(406)444-2421 / 444-3486
acurtiss@mt.gov

RMTD



RISK MANAGEMENT AND TORT DEFENSE DIVISION

Property

Loss Management

Insurance Premium Discount Program