

HVCC HOT WORK SAFETY PERMIT

Start Date: _____ Stop Date: _____

Note: Work area must be re-inspected daily by Hot Work operator for multi-day permits

Location/Building and Floor/Room _____

Work to be Performed: Welding Cutting Solder/Brazing Grinding Open flame

Materials/ Work Description: _____

Hot Work Operator/Company: _____

Fire Watch: _____

The Fire Watch will stay in the hot work area during work and breaks and for the time specified after completion of work. The Fire Watch shall monitor the work area for the beginnings of potential, unwanted fires. The fire watch may be assigned other work duties while in the hot work area.

Required Personal Protective Equipment: (inspected and operational) (check all that apply)

Safety Glasses/Goggles Welding Shield/Goggles Body Protection Gloves Hard Hat

Other: _____

Inspect area and equipment, complete Hot Work Checklist and sign below to authorize work:

Hot Work Operator Signature: _____ Date: _____ Time _____

Permit Administrator Signature: _____ Date: _____ Time _____

Hot Work Operator or Fire Watch must complete and sign this section after Hot Work completed:

YES	N/A	PERMIT CLOSE OUT
		_____minutes after work completed: Fire Watch completed, work area and surrounding area inspected
		Disabled smoke/heat detectors/alarms have been reactivated
		_____hours after work completed, Fire Monitoring completed, work area and surrounding area inspected

Signature : _____ Date: _____ Time _____

Post signed permit at work area. At completion of work and fire watch/fire monitoring, submit permit to EHS Dept, Lapan Services Bldg, Room 110

HOT WORK CHECKLIST

YES	N/A	
		EQUIPMENT
		Fire extinguisher available, operable and inspections current
		Sprinkler system operable, if present. Verify control valves open
		If necessary, smoke/fire detectors/alarms in the immediate area of the hot work have been temporarily disabled. Contact Physical Plant 629-7356 or Public Safety 629-7210 for assistance
		Hot work equipment is in good operating condition
		REQUIREMENTS WITHIN 35 FEET OF HOT WORK
		All flammable/combustible materials moved away or protected (covered with FM Approved fire resistant material/blanket)
		Exposed construction is noncombustible or protected
		Area cleaned of dust, debris and oily residues
		Openings are protected – no cracks or holes in walls or floors
		No exposed combustibles are located on the opposite side of partitions, walls, ceilings or floors
		ENVIRONMENTAL HAZARDS
		If welding or cutting – adequate ventilation is being provided
		If welding or cutting – air intakes are shut down to prevent entry of sparks, odors and fumes to other portions of the building
		If hot work is being performed on any surface or container previously in contact with flammable or toxic material, it has been thorough cleaned and purged of all potential contaminants. Contact EHS for LEL testing.
		Confined Spaces: if hot work is to be performed in a confined space – additional requirements apply and a confined space assessment must be obtained from the Director of EHS (629-7163)
		FIRE WATCH/HOT WORK AREA MONITORING <i>Durations to be determined by Permit Administrator</i>
		Fire watch will be provided during and for _____ minutes after work
		Fire watch knows how to use the extinguisher and how to sound the fire alarm**
		Additional Fire Watch Required?(may be required for adjoining areas, multiple levels) _____
		Fire Monitoring method(s) to commence prior to the end of the Fire Watch (Smoke Detection, Video Cameras, Operators in Area, Patrols, etc.): _____ Duration of Fire Monitoring: _____ hours

**If a fire extinguisher is used for any reason during this permit period, this MUST be reported to EHS (629-7163) or Public Safety (629-7210) the same work shift. Fire alarm must be activated and/or Public Safety contacted immediately for all fires.

Revised: 5/30/2018

CAUTION

HOT WORK IN PROGRESS - STAY CLEAR!!

IN CASE OF EMERGENCY: 518-629-7210 FROM A CELL PHONE OR 911 FROM A CAMPUS PHONE TO REACH PUBLIC SAFETY

Hot Work Construction and Occupancy Matrix – Determining Fire Watch and Monitoring Periods

Building Construction Factors							
		Non-Combustible Construction (eg concrete, brick)		Combustible Construction without concealed spaces (e.g. open wood frame walls (sheathed on one side), exposed wood joists, beams or trusses or non-FM approved insulated metal panels		Combustible construction with unprotected concealed spaces (e.g. enclosed wood frame walls sheathed on two sides, between ceilings and combustible floor or roof construction)	
		Fire Watch	Fire Monitor	Fire Watch	Fire Monitor	Fire Watch	Fire Monitor
Occupancy Factors	Essentially non-combustible with any combustibles contained within closed equipment (e.g. mechanical rooms)	30 min.	0 hours	1 hour	3 hours	1 hour	5 hours
	Office, Classroom and practical lab spaces with limited combustibles	1 hour	1 hour	1 hour	3 hours	1 hour	5 hours
	Offices, shops or labs with significant combustibles (e.g. storage rooms, receiving)	1 hour	2 hours	1 hour	3 hours	1 hour	5 hours
	Shops and Labs and other spaces with oil or chemical use or storage	1 hour	3 hours	1 hour	3 hours	1 hour	5 hours