

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 fire-safe hot work. Please explain all "No" responses below.

Instructions

The Permit-Authorizing Individual must:

- Verify precautions listed at right (or do not proceed with the work)
- Complete and retain this permit
- Give a completed copy of this permit to the person doing the work.

Who, When, and Where?

Hot Work Being Done By

- ☐ School staff or student
☐ Contractor

Date

Job/Work Order No.

Location/Building and Floor

Nature of Job/Object

Name of Person(s) 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

(Director of Facilities, School administrator or designate)

Permit Expiration

Expiration Date

Expiration Time

- ☐ AM
☐ PM

Name of Assigned Fire Watch

**THIS PERMIT IS GOOD FOR
24 HOURS ONLY!**

Required Precautions Checklist

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

Assess 15 meter 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 other means of conveying sparks to prevent the capturing and spreading of sparks to other areas.
- ☐ Explosive atmosphere eliminated or potential not present.

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 outside designated shop monitoring requirements:

- ☐ Continuous fire watch provided during and for *at least 30 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.
☐ Area to be monitored hourly for a *minimum 4 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:

WARNING!
HOT WORK IN PROGRESS
WATCH FOR FIRE!

IN CASE OF EMERGENCY:

CALL: _____

FINAL INSPECTION SIGNOFF

COMPLETED BY: _____

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

Signature _____

Final Checkup COMPLETED A MINIMUM OF 30 MINUTES AFTER HOT WORK

Work area was monitored for _____ hour(s) following Hot Work and is found fire safe

Signature: _____

Prior to Hot Work Commencing

A copy of this permit must be submitted to the OHS Department

Scan and Email Don.Doherty@ecacs16.ab.ca or Call or Text Message (780)842-8912