



# HOT WORK PERMIT

**BEFORE INITIATING HOT WORK, CAN THIS JOB BE AVOIDED?  
IS THERE A SAFER WAY?**

This Hot Work Permit is required for any operation involving open flame or producing heat and/or sparks. This work includes, but is not limited to, welding, brazing, cutting, grinding, soldering, thawing pipe, torch-applied roofing or chemical welding.

Date:	Hot Work Start Time:	Hot Work Finish Time:
<input type="checkbox"/> StFX /or Vendor Name:	Fire Watch Finish Time:	Initial of Fire Watcher:
Work to be done:	Area of Campus/Building:	
	Exact Location in Building:	
Muster Point:	Exact Civic Address:	

**IN CASE OF FIRE OR EMERGENCY, CALL 911 AND THEN SECURITY AT 902 867 4444**

**\*\*THIS PERMIT IS VALID FOR A MAXIMUM OF 24 HOURS\*\***

**\*\*FIRE WATCH TO CONTACT SECURITY AT 902 867 4444 BEFORE WORK BEGINS AND ONCE WORK IS COMPLETE\*\***

	Requirements	YES	N/A
1.	Available sprinklers, hose streams, and extinguishers are in service and operable	<input type="checkbox"/>	<input type="checkbox"/>
2.	Hot work equipment is in good working condition in accordance with manufacturer's specifications	<input type="checkbox"/>	<input type="checkbox"/>
<b>Requirements within 35 feet (11 meters) of hot work</b>			
3.	Flammable liquid, dust, lint and oily deposits removed.	<input type="checkbox"/>	<input type="checkbox"/>
4.	Explosive atmospheres in area eliminated. LEL measure at <10%	<input type="checkbox"/>	<input type="checkbox"/>
5.	Floors swept clean and trash removed	<input type="checkbox"/>	<input type="checkbox"/>
6.	Combustible floors wet down or covered with fire-resistant/non-combustible materials or equivalent	<input type="checkbox"/>	<input type="checkbox"/>
7.	Personnel protected from electrical shock when floors are wet	<input type="checkbox"/>	<input type="checkbox"/>
8.	Other combustible storage material removed or covered with listed or approval materials (welding pads, blankets, or curtains; fire-resistant tarpaulins), metal shields or non-combustible materials	<input type="checkbox"/>	<input type="checkbox"/>
9.	All wall and floor openings covered	<input type="checkbox"/>	<input type="checkbox"/>
10.	Ducts and conveyors that might carry sparks to distant combustible material covered, protected, or shutdown	<input type="checkbox"/>	<input type="checkbox"/>
<b>Requirements for hot work on walls, ceilings, or roofs:</b>			
11.	Construction is non-combustible and without combustible coverings or insulation	<input type="checkbox"/>	<input type="checkbox"/>
12.	Combustible material on other side of walls, ceilings, or roofs is moved away	<input type="checkbox"/>	<input type="checkbox"/>
<b>Requirements for hot work on enclosed equipment:</b>			
13.	Enclosed equipment is cleaned of all combustibles	<input type="checkbox"/>	<input type="checkbox"/>
14.	Containers are purged of flammable liquid/vapour	<input type="checkbox"/>	<input type="checkbox"/>
15.	Pressurized vessels, piping, and equipment removed from service, isolated and vented	<input type="checkbox"/>	<input type="checkbox"/>
<b>Requirements for fire watch and fire monitoring:</b>			
16.	Fire watch is provided during and for a minimum of 30 minutes after hot work, including break activity	<input type="checkbox"/>	<input type="checkbox"/>
17.	Fire watch is provided with suitable extinguisher and, where practical, a charged small hose	<input type="checkbox"/>	<input type="checkbox"/>
18.	Fire watch is trained in use of equipment and in sounding alarm	<input type="checkbox"/>	<input type="checkbox"/>
19.	Fire watch can be required in adjoining areas, above and below	<input type="checkbox"/>	<input type="checkbox"/>
20.	Fire watch required beyond ½ hour (circle extra time):      ½ hour      1 hour      1- ½ hour	<input type="checkbox"/>	<input type="checkbox"/>
21.	Monitoring after permit ends (circle all that apply):      2 hour      3 hours      4 hours      5 hours      6 hours	<input type="checkbox"/>	<input type="checkbox"/>
22.	Name of Monitor: _____ <b>Fire/Life safety systems disabled?</b>	<input type="checkbox"/>	<input type="checkbox"/>
Signature of Monitor: _____, Time/Initial: _____/_____, Time/Initial: _____/_____, Time/Initial: _____/_____, Time/Initial: _____/_____, Time/Initial: _____/_____			
<b>I VERIFY THAT THE ABOVE LOCATION HAS BEEN EXAMINED, THE PRECAUTIONS MARKED ON THE CHECKLIST ABOVE HAVE BEEN TAKEN AND PERMISSION IS GRANTED FOR THIS WORK</b>			

_____ Name of Permit Owner (print)	_____ Signature of Permit Owner	_____ Date/Time
_____ Name of Fire Watch (print)	_____ Signature of Fire Watch	_____ Date/Time
_____ Name of Supervisor of Hot Work Operations (print)	_____ Signature of Supervisor of Hot Work Operations	_____ Date/Time

**Only authorized and trained persons are permitted to sign Hot Work Permits**

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## Before Hot Work can Begin, the Permit Owner/Supervisor will:

1. Advise affected persons about the hot work and what to expect (smells, noises, etc.)
2. Clear away any combustibles and/or debris from the work area.
3. Ensure fire blankets and other controls are in place as per the Permit.
4. Ensure adequate ventilation.
5. Complete Permit.
6. Call Safety and Security at 902 867 4444, tell them who you are, where you are, and that you are starting hot work.
7. Post permit in prominent location.
8. Arrange for monitoring as required and record on permit.
9. Arrange for fire/life safety system disabling/enabling, including communication with required outside parties.

## Once work is complete:

1. Advise Security at 902 867 4444, tell them who you are, where you are, and that you have finished hot work.
2. Complete required fire watch – at least 30 minutes or as specified on Line 20 of the Permit.
3. Complete monitoring as required – as specified on Line 21 of Permit.