



Hot work permit

Permit only applies to area specified below

Permit no:

Location:

Description of work (in exact location within the site):

.....

.....

Date: Start time: Finish time:

(Note – hot work must cease **1 hour** before the end of the working day)

Signature of person issuing permit

Issuing company:

Signed: Block capitals:

Date: Position:

Signature of person receiving permit

Issued to (company and individual name):

I confirm that I understand the scope of the work permitted. The location has been examined and the precautions listed on page 2 of this permit have been fully complied with.

I have carried out a risk assessment and consider that there is no reasonable practical alternative to doing this job using hot work due to

.....

.....

Signed: Block capitals:

Date: Position:

Sign off by issuer of permit

- The hot work has been completed.
- Any fire detection systems isolated for the works have been fully reinstated.
- A final check has been undertaken 1 hour after works finished.

Signed: Block capitals:

Date: Position:



Hot work permit

Precautions

The person carrying out this check should sign and date at the bottom of the page to confirm all suitable precautions have been taken.

Tick as appropriate those precautions which have been taken. Those, which are not relevant, should be marked with a cross. Wherever practicable the use of hot work should be avoided and a safer way employed. If you cannot comply with the following points, do not go ahead with the hot work.

Fire protection

- Where sprinklers are installed, they are operative
- Where fire detection is installed it is operative (only the zone where the work is carried out will be isolated)
- A person, not directly involved with the work will provide a continuous fire watch during the period of hot work and for at least one hour after it has ceased, in the work area and those adjoining areas where sparks and heat may spread
- At least two appropriate fire extinguishers are immediately available. The person undertaking the work and providing the fire watch are trained in their use
- Personnel involved with the work are familiar with the means of escape and method of raising the alarm/calling the fire brigade

Precautions (within 10 meters of the work)

- Combustible materials have been cleared
- Where combustible materials cannot be removed, protection has been provided by non-combustible or purpose-made blankets, drapes or screens
- Flammable liquids have been removed from the area
- Floors have been swept clean
- Combustible floors covered with overlapping sheets or non-combustible materials are wetted and liberally covered with sand
- All openings and gaps are adequately covered
- Protection (non-combustible) has been provided for:
- Walls, partitions & ceilings of combustible construction or surfaces finish
- All holes & other openings in walls, partitions & ceilings which sparks could pass
- Where work is being carried out on building panels, an assessment has been made of insulating or other material behind or forming the core of the panel
- Combustible materials have been moved away from the far side of walls or partitions where heat could conduct
- Enclosed equipment (tanks, containers, dust collectors etc) have been emptied and tested, or is known to be free of flammable concentrations or vapour or dust

Equipment

- Equipment for hot work has been checked and found to be in good repair
- Gas cylinders have been properly secured in a vertical position & fitted with regulator & flashback arrestor
- All hazardous materials and equipment removed from the hot works location as soon as works completed

Fire protection

- Gas cylinders are sited at least three metres from the burner
- If sited on a roof, heat-insulating base provided
- Any lit tar boilers will not be left unattended
- Boilers & heaters must only be used with a metal containment tray in place

Signed: Block capitals:

Date: Position: