

Hot Work Permit

If the hot work cannot be conducted in a specific maintenance room, a written permit system should be implemented – especially in areas where flammable or combustible materials are used or stored. Below is a sample Hot Work Permit. It is important to initiate all aspects of this permit system prior to commencement of any hot work activities.

PERMIT VALID FOR LISTED DATE ONLY!

Complete a new Hot Work Permit each time a new job begins outside of designated welding areas. This includes any welding, use of cutting torch, brazing, grinding or operations that produce heat, sparks or involve open flames.

Date: _____ Time: _____ Expires: _____

Building Name/Number or Area: _____

Department: _____

Description of Work To Be Done: _____

Unusual Conditions:

Confined Space	<input type="checkbox"/>
Close Quarters	<input type="checkbox"/>
Potentially Hazardous Environment	<input type="checkbox"/>

	Yes
Required Fire Watch Assigned	<input type="checkbox"/>

Name: _____

The location where the work is to be done has been examined, the necessary precautions have been taken and permission is granted to complete this work.

Signature: _____

(Signature of person authorized to approve Hot Work Permit)

It is important to initiate all aspects of this permit system prior to commencement of any hot work activities.



Time work started: _____ Time work completed: _____

	Yes	No
Hot work being conducted by an outside (Sub) contractor	<input type="checkbox"/>	<input type="checkbox"/>

Signature: _____
(Contractor's authorized representative)

Name: _____
(Contractor's firm)

Prior to approving any Hot Work job, the individual responsible for authorizing the work must inspect the work area and confirm that all precautions have been implemented to prevent fire loss.

	Yes	N/A
Place fire extinguishers and hoses at work site.	<input type="checkbox"/>	<input type="checkbox"/>
Sweep and clean all floor areas and machinery with 30 ft.	<input type="checkbox"/>	<input type="checkbox"/>
Wet down the 30 ft. cleared area or cover with damp sand, metal or other suitable shields	<input type="checkbox"/>	<input type="checkbox"/>
Remove all combustible or flammable liquids within 30 ft.	<input type="checkbox"/>	<input type="checkbox"/>
Install lighting at welding site.	<input type="checkbox"/>	<input type="checkbox"/>
Protect all hydraulic lines with covers, guards or metal shields.	<input type="checkbox"/>	<input type="checkbox"/>
Cover all wall and floor openings with non-combustible covers.	<input type="checkbox"/>	<input type="checkbox"/>
Clean all Hot Work containers including tanks, ducts, and dust collectors of combustible materials	<input type="checkbox"/>	<input type="checkbox"/>
Purge all containers of vapor residues.	<input type="checkbox"/>	<input type="checkbox"/>
Post fire watch during and after Hot Work for a minimum of two hours.	<input type="checkbox"/>	<input type="checkbox"/>
Thoroughly wet down Hot Work area a second time.	<input type="checkbox"/>	<input type="checkbox"/>
Discard all spent welding rods only in designated containers.	<input type="checkbox"/>	<input type="checkbox"/>

Final check of the work area made at by: _____
(Time) (Signature of Person Making Final Check)

PERMIT VALID FOR LISTED DATE ONLY!

Place Copy In Your Hot Work Permit Binder For Review by Safety Director

The information presented in this publication is intended to provide guidance and is not intended as a legal interpretation of any federal, state or local laws, rules or regulations applicable to your business. The loss prevention information provided is intended only to assist policyholders in the management of potential loss producing conditions involving their premises and/or operations based on generally accepted safe practices. In providing such information, Great American does not warrant that all potential hazards or conditions have been evaluated or can be controlled. It is not intended as an offer to write insurance for such conditions or exposures. The liability of Great American and its affiliated insurers is limited to the terms, limits and conditions of the insurance policies underwritten by any of them. Great American Insurance Group, 301 E. Fourth St., Cincinnati, Ohio 45202. The Great American Insurance Group eagle logo and the word marks Great American® and Great American Insurance Group® are registered service marks of Great American Insurance Company. © 2015 Great American Insurance Company. All rights reserved. F13694-LP (9/15)

