

 BRANDON UNIVERSITY Hot Work Permit	HOT WORK PERMIT	Approved by: Michael McCormick Author: Michelle Augustyn Reviewed by: WSH Committee Member
Version 1.0	First Approved: January 2022	Updated: January 2022

REQUIRED PRECAUTIONS Checklist		INSTRUCTIONS
Yes	Requirements within 35 feet (11 meters) of work – check if applicable	
<input type="checkbox"/>	Fire watch is trained in the use of fire extinguishing equipment, location and sounding of alarms and emergency procedures.	1. Worker indicates time started and posts permit in work location. After hot work is complete, leave permit posted for Fire Watch.
<input type="checkbox"/>	Available sprinklers, hose streams, and fire extinguishers in in service/operable.	2. Fire Watch: Prior to leaving area, do final inspection, sign, leave permit posted, and notify Physical Plant.
<input type="checkbox"/>	Hot work equipment in good condition.	3. Monitor: after 4 hours , do final inspection, sign, and return to Physical Plant.
<input type="checkbox"/>	Review if it is needed to take fire and smoke detectors offline during hot work tasks.	
Work on floors <input type="checkbox"/> YES <input type="checkbox"/> NA		Work Performed by:
<input type="checkbox"/>	Remove flammable liquids, dust, lint, and oily deposits.	<input type="checkbox"/> Employee <input type="checkbox"/> Contractor
<input type="checkbox"/>	Floors swept clean.	Person performing hot work:
<input type="checkbox"/>	Explosive atmosphere in area eliminated.	Date: _____ Work Order #: _____
<input type="checkbox"/>	Remove other combustibles where possible. Otherwise protect with fire-resistive shields.	Location:
<input type="checkbox"/>	Protect or shut down ducts and conveyors that might carry sparks to distant combustibles.	Job description:
<input type="checkbox"/>	Ensure all wall and floor openings are covered.	The permit has been reviewed and the location(s) have been assessed and permission for work is authorized.
Work on walls, ceilings, or roofs <input type="checkbox"/> YES <input type="checkbox"/> NA		Signed: (PP Director, PP Mtce Supervisor, WSH Advisor)
<input type="checkbox"/>	Construction is non-combustible and without combustible covering or insulation.	_____
<input type="checkbox"/>	Combustible floors wet down, covered with damp sand or fire-resistive sheets.	Time Started: _____ AM / PM
<input type="checkbox"/>	Fire resistive tarps suspended beneath work.	Time Finished: _____ AM / PM
<input type="checkbox"/>	Combustibles on other sides of walls, ceilings, or roofs are moved away/protected.	Permit Expiry
Work on enclosed equipment <input type="checkbox"/> YES <input type="checkbox"/> NA		Date / Time
<input type="checkbox"/>	Enclosed equipment cleaned of all combustibles.	Expiry: _____ AM / PM
<input type="checkbox"/>	Containers purged of flammable liquids/vapors.	Fire Watch Sign-off
<input type="checkbox"/>	Pressurized vessels, piping, and equipment removed from service, isolated, and vented.	Work areas and all adjacent areas to which sparks/heat may spread were inspected during the watch period and were found to be safe.
Fire Watch / During Hot Work - Area Monitoring		Fire Watch / Hot Work – Final Area Monitoring
<input type="checkbox"/>	Fire watch will be provided during and for 60 minutes after the work, including break times.	<input type="checkbox"/> PP Employee <input type="checkbox"/> Contractor
<input type="checkbox"/>	Fire watch is supplied with extinguishers / hoses.	<input type="checkbox"/> Security (204-730-0443)
<input type="checkbox"/>	Fire watch may be required in adjoining areas, above or below.	Final Inspection By (Name):
<input type="checkbox"/>	Final Check: Work areas were monitored 4 hours following completion of hot work and were found safe.	
<input type="checkbox"/>	Time of final inspection:	AM / PM
	Other precautions taken:	