Hot Work Permit

HOT WORK AUTHORIZED BY (Signature)	DATE SIGNED
FIRE WATCH (Signature)	
FIRE SPRINKLERS IMPAIRED? ☐ YES ☐ NO	FIRE ALARMS IN SERVICE? ☐ YES ☐ NO
HOT WORK AREA:	
BUILDING:	
OCCUPANCY:	
FLAMMABLE GAS AND LIQUID HAZARDS:	
COMBUSTIBLE STORAGE PRESENT? ☐ YES ☐ NO	ROOM/AREA/BUILDING OF COMBUSTIBLE CONSTRUCTION? ☐ YES ☐ NO
AREA DEPARTMENT MANAGERS/SUPERVISORS NOTIFIED ☐ YES ☐ NO	CHECK LIST COMPLETED (See Back of Tag) ☐ YES ☐ NO
FIRE WATCH PROVIDED DURING HOT WORK & 30 MINUTES AFTER? ☐ YES ☐ NO	FIRE WATCH HAS FIRE EXTINGUISHER? ☐ YES ☐ NO
EXTRA FIRE EXTINGUISHERS AVAILABLE ☐ YES ☐ NO	FIRE HOSES AVAILABLE ☐ YES ☐ NO
ESTIMATED START DATE & TIME	ESTIMATED TIME OF COMPLETION
PERSON DOING HOT WORK (Signature)	DATE SIGNED

HOT WORK CHECKLIST

- ☐ Inform department heads in building or area where cutting and welding is to be performed.
- ☐ Shut down hazardous operations or processes, especially those with flammable gases or liquids.
- ☐ Prohibit smoking in affected area, and 25 feet beyond..
- ☐ Notify fire brigade or shift captains.
- ☐ Supplement manual fire protection with extra fire extinguishers and/or charged hose lines.
- ☐ Provide continuous fire watch throughout affected area and for 30 minutes after all cutting and welding is completed.
- ☐ Removed ALL combustible contents that can be moved.
- ☐ Covered all unmovable combustible contents with a fire retardant cover.
- ☐ Fire sprinkler system in service.
- ☐ Fire alarms in service?

WORK TO BE COMPLETED

- ☐ Cutting and welding performed by in-house personnel.
- ☐ Cutting and welding to be performed by outside contractor.
- ☐ Valid Certificates of Insurance on file if done by Outside contractor.
- ☐ Fire sprinklers in service?
- ☐ Fire alarms in service?
- ☐ Area where Scope of Work is situated:
- ☐ Time Hot Work completed

CONTRACTOR(S) COMPLETING WORK

COMPANY NAME	CONTACT	PHONE NUMBER