

HOT WORK PERMIT

MAKE SURE SPRINKLERS ARE IN SERVICE AND FIRE EXTINGUISHERS ARE READILY AVAILABLE!

This Hot Work Permit is required for any operation involving open flames or producing heat and/or sparks. This includes, but is not limited to, brazing, cutting, grinding, soldering, thawing pipe, torch-applied roofing, and welding. *Note: The Required Precautions are not optional. They are required for fire-safe hot work. Please explain all "No" responses below.*

Instructions:

The person doing work must:

- a) Call (407) 560-1977 to have the initial Hot Work Inspection
- b) Have all of the Hot Work equipment in place prior to the inspectors arrival
- c) Wait for Approval before starting the Hot Work

Who, When, and Where?

Hot Work being done by:

- Employee
 Contractor

Date:

Job/Work Order No.:

Location/Building and Floor:

Nature of Job/Object:

Name of Person(s) Doing Hot Work:

I verify the above location has been examined, the precautions checked on the Required Precautions Checklist have been taken to prevent fire, and permission is authorized for work.

Signature of Permit-Authorizing Individual:

Permit Expiration:

Exp. Date:

Exp. Time:

- AM
 PM

Name of Assigned Fire Watch:

Required Precautions Checklist:

- Available sprinklers in normal automatic mode and valve open.
 Hot Work equipment is within date and in "good" condition.

Assess 35 ft radial "sphere" of work for potential fire hazards:

- Floors, work level and below, cleaned or protected.
 All other combustibles removed or shielded from sparks.
- Clean horizontal surfaces (e.g. building structures, equipment, ducts, cable trays, etc.) above and below where possible.
 - Remove flammable liquids, dust, lint, combustible waste, oil deposits, etc., where possible.
 - If removal/cleaning is impractical, protect with fire-retardant covers, or shield with fire-retardant guards and/or curtains.
- Transmission or conveying of sparks to adjacent areas eliminated or protected.
- Tightly cover wall/floor openings with fire-retardant material.
 - Where openings cannot be sealed, suspend fire-retardant tarpaulins to help protect areas beneath.
 - Isolate or shut down fans and conveyors to prevent the capturing and conveying sparks to other areas.
- Explosive atmosphere eliminated or potential not present.

Work on walls, ceilings or enclosed equipment:

- Construction materials verified as noncombustible and without combustible covering or insulation.
 Combustibles on other side of walls relocated or protected.
 Enclosed equipment cleaned and protected from all combustibles.
 Containers purged of flammable liquids/vapors.

Fire Watch/Hot Work area monitoring requirements:

- Continuous Fire Watch provided during and for *at least 30 minutes* after Hot Work, including all breaks.
 Fire Watch supplied with suitable extinguishers/hoses.
 Fire Watch trained in the use of fire equipment and sounding alarm.
 Area to be monitored hourly for a *minimum 6 hours* after job is completed, or longer if required.

Other precautions that may be required:

- Fire Watch provided for adjoining areas, above, or below.
 Confined Space or Lock-Out-Tag-Out required/used.
 Area smoke or heat detection disabled to eliminate false trip.

Other: _____

Comments: _____

**INDIVIDUALS
PERFORMING HOT WORK
ARE REQUIRED TO CALL
(407) 560-1977 PRIOR TO
STARTING AND AFTER
COMPLETING WORK**

What is ‘Hot Work’?”?

All temporary operations involving open flames or producing heat and/or sparks, this includes, but is not limited to, brazing, cutting, grinding, soldering, thawing, and welding.

When is a “Hot Work Permit” required?

Hot Work Permits are required anytime hot work is being performed in a location where there is an active alarm system, existing structures being rehabbed, extensions or additions to existing structures, limited areas within occupied structures or any other area that may contain an atmosphere hazardous to the structure or its occupants.

VALIDITY

Hot Work Permits are only valid for a maximum of 7 calendar days when approved by the inspector. Although Hot Work Permits may be Approved for 7 days, the person(s) performing the Hot Work will be required to call (407) 560-1977 prior to starting and after completing work on a daily basis.

HOT WORK CHECKLIST

The Hot Work Permit Form guides you through the requirements, this is additional guidance.

- Upon the arrival of the RCID inspector, all protective equipment shall be in place ready to start the Hot Work.
- All work equipment is in date and in good condition. Damaged equipment will not be permitted.
- A dedicated Fire Watch is required at ALL TIMES, even during breaks and/or lunches.
- Continuous Fire Watch shall be provided for at least 30 minutes after Hot Work, including all breaks.

REQUIREMENTS WITHIN THE WORK AREA

- Flammable liquids, dust, lint and oily deposits have been removed. Floors must be swept clean.
- Combustible flooring and other combustible surfaces must be protected with heat protection mats, or other suitable materials.
- All wall and floor openings covered.
- Walkways protected beneath Hot Work.
- Explosive atmosphere in area eliminated.
- Flammable liquids/gas cylinders removed from work area or stored appropriately.
- Area to be screened, protected and safety signs displayed.

WORK ON WALLS OR CEILINGS

Combustibles moved away from other side of wall. If the combustibles are not able to be relocated, a protective barrier shall be provided by welding curtains or another approved method.

FIRE WATCH/HOT WORK AREA MONITORING

Fire Watch must be provided during and for a period of one (1) hour after work, including any coffee or lunch breaks, remember that adjacent surfaces need to be checked. (Walls, ceiling voids etc.)

COMPLETION OF WORKS AND FIRE WATCH

Ensure that any fire alarms protection devices have been removed and returned. Contact Dispatch at (407) 560-1977 to notify them that you are completed with the work and completed the ½ hour period after work.