

Hot Work Permit Checklist

Prior to starting hot work, the work area should be carefully inspected by the Permit Issuer to fully understand the scope of work to be conducted and verify all applicable precautions are being followed. Ensuring HWP MS incorporates the below will ensure we meet all obligations of the HW Permit process.

REMEDY REFERENCE: (ADD)

Replace with Site Code, and description of works-

Permit Issuer: Name:

Company:

Hot Works Operator: Name:

Company:

Fire Watch: Name:

Company:

	Key Operational Questions	What this means for specific job	Detailed in MS Y/N	Verify On Day Y/Na
1	• A complete description of the task that will be conducted			
2	• Clarify exactly which areas and equipment will be affected by the work (please add illustration /sketch to assist with explanation if reqd)			
3	• Identify the workers who will conduct the work			
4	• Review all potential hazards that could be associated with the work (in some cases, a job safety analysis should be conducted prior to initiating the work)			
5	• Review all tools that will be used during the work and confirm that the cutting and welding equipment is in good condition			
6	• Verify that automatic sprinkler protection is in service if applicable			
7	Review management of Fire Alarm, and precautions that will need to be taken			
8	• Verify that portable fire extinguishers and/or fire hoses are present and in good condition			
9	• Verify that all combustible materials, including flammable liquids, dust, lint and oily deposits, within 11 m are removed			
10	Verify that combustible materials that cannot be removed are covered with fire resistive blankets			
11	• Make sure that floors are swept clean of combustible materials			
12	• Confirm that all wall and floor openings are covered			
13	• Ducts and conveyor systems that might carry sparks to distant combustibles should be shielded, shut down, or both			
14	• If hot work is done near walls, partitions, ceilings, or roofs, of combustible construction, they should be protected by fire-resistive blankets			
15	• If there are any potentially flammable liquid or vapor exposures that cannot be completely eliminated, then continuous gas monitoring with a calibrated portable gas monitoring device should be conducted in areas where flammable vapors may be present. When continuous gas monitoring is not available, lower explosive level (LEL) readings should be recorded at least every 4 hours			