

Hotwork Permit

STOP!
Avoid hot work when possible! Consider using an alternative cold work method

Section 1 (To file)

Instructions for Permit Authorizer		Required Precautions checklist ✓ as appropriate	
<p>The authorised permit issuer must verify all the precautions listed. A response of 'No' should prevent the hot work taking place until this precaution can be met or the hazard eliminated. Both section of the completed permit should be completed / printed and signed by the issuer, one copy retained by the issuer and one copy for the person doing the work (to be displayed at work site)</p> <p>There are no safer ways of doing this job <input style="float: right;" type="checkbox"/></p> <p>This permit is being issued by a person authorised to do so <input style="float: right;" type="checkbox"/></p>		<p>Yes No</p> <p><input type="checkbox"/> <input type="checkbox"/> The fire pump is in operation and switched to automatic mode.</p> <p><input type="checkbox"/> <input type="checkbox"/> Control valves to water supply for sprinkler system are open.</p> <p><input type="checkbox"/> <input type="checkbox"/> Fire extinguishers are in service/operable.</p> <p><input type="checkbox"/> <input type="checkbox"/> Hot work equipment is in good working condition.</p>	
Who, when, where		Requirements within 10m radius of hot work	
Employee <input type="checkbox"/>	Contractor <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> Remove or shield combustible construction using welding pads/blankets and curtains.	<input type="checkbox"/> <input type="checkbox"/> Remove flammable liquid, combustible dust/lint and combustible residues.
Induction Completed? <input type="checkbox"/>		<input type="checkbox"/> <input type="checkbox"/> Floor swept clean	<input type="checkbox"/> <input type="checkbox"/> Shut down ventilation and conveying systems
DATE: _____	JOB NUMBER: _____	<input type="checkbox"/> <input type="checkbox"/> Consider a second fire watch on opposite side of floor, wall, ceiling, or roof when openings exist, or thermally conductive pass through.	<input type="checkbox"/> <input type="checkbox"/> Fire resistant sheeting suspended beneath work
LOCATION OF WORK (BLOCK/FLOOR/OBJECT): _____		<input type="checkbox"/> <input type="checkbox"/> Explosive atmosphere eliminated	
WORK DESCRIPTION: _____		Hot work on wall, ceiling, or enclosed equipment	
NAME OF PERSON PERFORMING HOT WORK _____		<input type="checkbox"/> <input type="checkbox"/> Construction is non-combustible and without any insulation	<input type="checkbox"/> <input type="checkbox"/> Isolate equipment from service.
I verify the above location has been examined, the Required Precautions have been taken, and permission is authorized for this work.		<input type="checkbox"/> <input type="checkbox"/> Remove ignitable liquid and purge flammable gas/vapour.	<input type="checkbox"/> <input type="checkbox"/> Monitor for flammable gas/vapour. LEL :
PERMIT AUTHORIZER (PRINT OUT AND SIGN) _____		<input type="checkbox"/> <input type="checkbox"/> Remove combustible dust/lint or other combustible materials.	
THIS PERMIT EXPIRES ON (LIMIT AUTHORIZATION TO ONE SHIFT):		Fire watch/fire monitoring the hot work area	
DATE: _____	TIME: _____	AM/PM _____	Use Table at the back of permit for guidance for combustible concealed cavities, roof work or favourable factors.
NAME OF PERSON CONDUCTING FIRE WATCH: _____		<input type="checkbox"/> <input type="checkbox"/> Perform a continuous fire watch during work.	<input type="checkbox"/> <input type="checkbox"/> Perform a continuous fire watch post-work for ___ hours.
<p><i>This Hot Work Permit is required for any temporary operation involving open flames or producing heat and/or sparks conducted outside a Hot Work Designated Area. This includes, but is not limited to: brazing, cutting, grinding, soldering, torch-applied roofing and welding.</i></p>		<input type="checkbox"/> <input type="checkbox"/> Fire watch is supplied with suitable extinguishers/hose reels	ADDITIONAL REQUIRED PRECAUTIONS:

HOTWORK IN PROGRESS

WATCH FOR FIRE

Section 2 (To display on site)

Instructions for Permit Authorizer

The authorised permit issuer must verify all the precautions listed. A response of 'No' should prevent the hot work taking place until this precaution can be met or the hazard eliminated. Both section of the completed permit should be completed / printed and signed by the issuer, one copy retained by the issuer and one copy for the person doing the work (to be displayed at work site)

There are no safer ways of doing this job

This permit is being issued by a person authorised to do so

Who, when, where

Employee

Contractor

Induction Completed?

DATE:

JOB NUMBER:

LOCATION OF WORK (BLOCK/FLOOR/OBJECT):

WORK DESCRIPTION:

NAME OF PERSON PERFORMING HOT WORK

I verify the above location has been examined, the Required Precautions have been taken, and permission is authorized for this work.

PERMIT AUTHORIZER (PRINT OUT AND SIGN)

THIS PERMIT EXPIRES ON (LIMIT AUTHORIZATION TO ONE SHIFT):

DATE:

TIME:

AM/PM

NAME OF PERSON CONDUCTING FIRE WATCH:

Hot Work Date: _____ Finish Time: _____ am/pm

Post-Work Fire Watch _____ Finish Time: _____ am/pm

Name _____

Fire Monitor _____ Finish Time: _____ am/pm

Name _____

Final Check Time: _____ am/pm

Name _____

Required Precautions checklist ✓ as appropriate

Yes No

- The fire pump is in operation and switched to automatic mode.
- Control valves to water supply for sprinkler system are open.
- Fire extinguishers are in service/operable.
- Hot work equipment is in good working condition.

Requirements within 10m radius of hot work

- Remove or shield combustible construction using welding pads/blankets and curtains.
- Remove flammable liquid, combustible dust/lint and combustible residues.
- Floor swept clean
- Shut down ventilation and conveying systems
- Consider a second fire watch on opposite side of floor, wall, ceiling, or roof when openings exist, or thermally conductive pass through.
- Fire resistant sheeting suspended beneath work
- Explosive atmosphere eliminated

Hot work on wall, ceiling, or enclosed equipment

- Construction is non-combustible and without any insulation
- Isolate equipment from service.
- Remove ignitable liquid and purge flammable gas/vapour.
- Monitor for flammable gas/vapour. LEL :
- Remove combustible dust/lint or other combustible materials.

Fire watch/fire monitoring the hot work area

Use Table at the back of permit for guidance for combustible concealed cavities, roof work or favourable factors.

- Perform a continuous fire watch during work.
- Perform a continuous fire watch post-work for ___ hours.
- Fire watch is supplied with suitable extinguishers/hose reels

ADDITIONAL REQUIRED PRECAUTIONS:

HOTWORK IN PROGRESS

WATCH FOR FIRE

Section 3 - To display on work site

In case of emergency, call the contacts listed below before attempting to extinguish the fire.

Contact Person	Number

Construction and Occupancy Factors for Post-Work Fire Watch and Monitoring Periods

		Construction Type					
		Non-combustible construction		Combustible construction without concealed cavities		Combustible construction with unprotected concealed cavities	
		Watch	Monitor	Watch	Monitor	Watch	Monitor
Occupancy	Non-combustible with any combustibles contained within closed equipment	30 minutes	Nil	1 hour	3 hours	1 hour	5 hours
	Office, retail or manufacturing with limited combustible loading	1 hour	1 hour	1 hour	3 hours	1 hour	5 hours
	Manufacturing with moderate to significant combustible loading except as noted below	1 hour	2 hours	1 hour	3 hours	1 hour	5 hours
	Warehousing	1 hour	3 hours	1 hour	3 hours	1 hour	5 hours
	Exceptions: Occupancies with processing or having bulk storage of combustible materials capable of supporting slow-growing fires (e.g., paper, pulp, textile fibres, timber, grain, or coal)	1 hour	3 hours	1 hour	3 hours	1 hour	5 hours

*When performing hot work on/in equipment containing non-removable combustible linings or parts, apply additional precautions and conduct a minimum 1-hour fire watch and 3 hours fire monitoring within the equipment, and in the surrounding areas per Table above.

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