



Hot Work Permit

Date permit issued: _____

Worksite Supervisor: *Print & sign name* _____

Contractor or worker: *Print & sign name* _____

Company: _____

Date work is to be undertaken: _____

Location of work - Campus: _____

Building: _____

Room number: _____

Specific location: _____

Time hot work is to start: _____

Time hot work is to end: _____

Describe equipment being used: _____

Describe the job: _____

Check- list:

- The equipment to be used has been inspected for proper operation and is in good repair
- Flammable and combustible liquids or materials in the area have been moved / covered / wet down
- Appropriate type and number of extinguishers are available on hand
- Communications (radio or telephone) are in place to sound the alarm if needed
- Fire alarm service interruption has been coordinated, as necessary
- Provisions have been made for a fire watch, as necessary
- Who will check the area after hours?

Important points to remember:

1. Inspect the area where work is to be done, and see how close combustible materials are to the work area.
2. Establish fire watches, if hazards warrant. Fire watches must stay on duty for at least 30 minutes after all flame or spark producing equipment have been shut down and as long as fire alarm devices are out of service.
3. Provide fire extinguishing equipment, usually manned by a stand-by employee (safety watch).
4. Communicate with and coordinate the activities of all departments concerned with fire protection.
5. Isolate combustible materials from sources of ignition.
6. Limit unauthorized use of flame or spark producing equipment.

This section applies if Algonquin is the Constructor:

Personal protective equipment has been supplied for the worker who is trained in it's operation:

- Leather gloves
- Ventilation
- Approved goggles / shielding
- Other _____
- All the foregoing has been approved by the site superintendent or supervisor

Distribution

White – Retained at worksite Yellow – Retained by project manager Pink – Sent to OHS

Please Press Firmly