

Hot Work Program

October 2023



ADO: UNIVERSITY OF
NORTHERN COLORADO



Hot Work Program

TABLE of CONTENTS

- I. General Information
 - II. Definitions
 - III. Roles and Responsibilities
 - IV. Hot Work Areas
 - V. Hot Work Permit
 - VI. Hot Work Permit-Not Required
 - VII. Training and Recordkeeping
- Appendix
- A. Hot Work Permit Form

Hot Work Program

I. General

This standard shall provide guidance for persons, including outside contractors and project managers, who manage, supervise, and perform hot work. This standard shall cover the following hot work processes:

- A. Welding/Soldering
- B. Grinding
- C. Thawing pipe
- D. Similar applications producing a spark, flame, or heat

II. Definitions

Designated Area: Permanent location designed or approved for hot work operations to be performed regularly.

Hot Work: Any work involving burning, welding, or similar operations that is capable of initiating fires or explosions.

Management: All persons, including owners, contractors, and so on, who are responsible for hot work operations.

Permit: A document issued by the permit authorizing an individual to authorize the performance of a specified activity.

Permit Authorizing Individual (PAI): The individual designated by management to authorize hot work. The PAI cannot be the hot work operator.

Welding/Soldering: Includes processes such as are welding, oxy-fuel gas welding, open-flame soldering, brazing, thermal spraying, oxygen cutting, and arc cutting.

III. Roles and Responsibilities

A. Management

Management shall be responsible for the safe operations of hot work activity and shall establish permissible areas for hot work. Management shall ensure that only approved apparatus, such as torches, manifolds, regulators or pressure reducing valves, and acetylene generators, be used. These individuals shall be trained in the safe operation of their equipment and the safe use of the process. These individuals shall have an awareness of the inherent risks involved and understand the emergency procedures in the event of a fire.

Management shall advise all contractors about site-specific flammable materials, hazardous processes, and conditions, or other potential fire hazards. Contractors or sub-contractors performing hot work are responsible for their own hot work program. They are responsible for conducting their hot work activities in a sound, fire-safe manner that either meets or exceeds the precautions outlined in this hot work program.

B. Permit Authorizing Individual (PAI)

In conjunction with the management, the PAI shall be responsible for the safe operation of hot work activities. The PAI shall determine site-specific flammable materials, hazardous processes, or other potential fire hazards present or likely to be present in the work location. The PAI shall ensure the protection of combustibles from ignition by the following means:

1. Ensure the work is moved to a location free from combustibles.
2. If the work cannot be moved, ensure the combustibles are moved to a safe distance or have the combustibles properly shielded against ignition.
3. Ensure hot work is scheduled such that operations that could expose combustibles to ignition are not started during hot work operations.

The PAI shall determine that fire protection and extinguishing equipment are properly located at the site.

The PAI shall have fire extinguishing equipment readily available and be trained in its use. Watch for fires in all exposed areas and try to extinguish them only when the fires are obviously within the capacity of the equipment available. If the fire is not within the capacity of the equipment, sound the alarm immediately.

C. Hot Work Operator

The hot work operator shall handle the equipment safely and use it as follows so

HOT WORK PERMIT

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 Cad welding.

<p>A. Verify precautions listed at right (or do not proceed with the work).</p> <p>B. Complete and retain this permit.</p> <p>HOT WORK BEING DONE BY: EMPLOYEE CONTRACTOR - _____</p>	<p>Available sprinklers, hose streams, and extinguishers are in service/operable. Hot work equipment in good repair.</p>						
<p>DATE: _____ JOB NO: _____</p>	<p>Flammable liquids, dust, lint, and oil deposits removed. Explosive atmosphere in area eliminated. Floors swept clean. Combustible floors wet down, covered with damp sand or fire-resistant sheets. Remove other combustibles where possible. Otherwise, protect with fire-resistant tarpaulins or metal shields. All wall and floor openings are covered. Fire-resistant tarpaulins suspended beneath work.</p>						
<p>LOCATION/BUILDING & FLOOR:</p>	<p>Construction is noncombustible and without combustible covering or insulation. Combustibles on the other side of the walls moved away. Danger exists by the conduction of heat into another area. Enclosed equipment cleaned of all combustibles. Containers purged of flammable liquids/vapors.</p>						
<p>NATURE OF JOB/OBJECT:</p>	<p>Fire watch will be provided during and for 30 minutes after work, including any coffee or lunch breaks. Fire watch is supplied with suitable extinguishers. Fire watch is trained in the use of this equipment and in sounding the alarm. Fire watch may be required for adjoining areas, above, and below. Monitor hot work area for 30 minutes after the job is completed.</p>						
<p>NAME OF PERSON DOING HOT WORK:</p>	<p>Confined space entry permit required. Fire Protect _____ /Spe0.0000 walls or ce3(s)0(p)</p>						
<p>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.</p> <p>PAI SIGNATURE: _____</p>							
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%; text-align: center;">PERMIT</th> <th style="width: 33%; text-align: center;">DATE</th> <th style="width: 33%; text-align: center;">TIME EXPIRES</th> </tr> </thead> <tbody> <tr> <td style="height: 40px;"></td> <td></td> <td style="text-align: center;">AM/PM</td> </tr> </tbody> </table>	PERMIT	DATE	TIME EXPIRES			AM/PM	
PERMIT	DATE	TIME EXPIRES					
		AM/PM					