

# HOT WORK PERMIT PART 1

Hot Work Being Conducted by:

☐ Employee: \_\_\_\_\_

☐ Contractor: \_\_\_\_\_

Issue Date: \_\_\_\_\_

Job, Task or PO #: \_\_\_\_\_

Location / Bldg & Floor: \_\_\_\_\_

Nature of Task: ☐ Cutting ☐ Welding

☐ Brazing ☐ Grinding ☐ Soldering

☐ Thawing Pipe ☐ Torch Applied Roofing

☐ Other \_\_\_\_\_

The location where this work is to be done has been examined and necessary precautions have been taken. Permission is hereby granted for this work.

Name of Person Issuing Permit: \_\_\_\_\_

Signed: \_\_\_\_\_

Permit Expires

Date \_\_\_\_\_ Time \_\_\_\_\_ ☐ AM ☐ PM

Extended Fire Watch

Extended Fire Watch Required ☐ Yes ☐ No

Extended Fire Watch Duration \_\_\_\_\_ hours

Permit Number: 0000001

**Can the work be completed using a different method or at a less hazardous location, such as the maintenance shop, which would not require the use of a hot work permit?**

Instructions:

1. Verify that all applicable precautions have been implemented and that the site is safe for hot work.
2. Part 1 (first page) should be completed and retained for records.
3. Issue Part 2 to individual(s) conducting the hot work and see additional instructions on Part 2.
4. Important note: The facility should follow the guidelines listed on this form or those required by local jurisdiction, if more stringent.

## Required Precautions Checklist

- ☐ Review of the operations / tasks have been conducted and temporary Management of Change issued as necessary.
- ☐ Work permits or line cutting permits have been reviewed and issued as necessary.
- ☐ Sprinkler protection, hose streams and fire extinguishers are in service and operational.
- ☐ Hot work equipment is in good repair and secured as necessary.

Within 35 ft (11 m) of task area(s)

- ☐ Floors have been swept clean of combustibles.
- ☐ Flammable liquids, combustible liquids, combustible dust, lint and oil deposits have been removed.
- ☐ Combustible floors have been wet down or covered with damp sand, metal or other noncombustible shields.
- ☐ Combustible materials have been removed or protected with fire resistive tarpaulins or metal shields.
- ☐ All wall and floor openings have been covered.
- ☐ Fire resistive tarpaulins have been suspended beneath the work to collect sparks.

Work on Walls or Ceilings

- ☐ Construction is noncombustible and without combustible coverings or insulation.
- ☐ Combustibles have been removed away from opposite side of wall or ceiling.

Work on Enclosed Equipment

- ☐ Equipment has been cleaned of all combustibles.
- ☐ Containers have been purged of flammable, combustible liquids, vapors or gases.
- ☐ Pressurized vessels and piping have been removed from service, isolated and vented (LOCK OUT TAG OUT).
- ☐ Equipment with stored energy or electrical energy has been removed from service and isolated (LOCK OUT TAG OUT).

Fire Watch

- ☐ Fire watch will be provided during the task for a minimum 1-hour after the task has been completed or for the extended fire watch duration.
- ☐ Fire watch has been trained in the use of and provided with portable fire extinguishers or charged fire hose line(s).
- ☐ Fire watch is posted on lower floors if an opening exists that would allow sparks or embers to drop down.
- ☐ Fire watch is trained on how to properly report a fire alarm via the plant fire alarm procedures or fire alarm system.
- ☐ Hot work area will be monitored for 3-hours after the job is finished.

# HOT WORK PERMIT PART 2

Hot Work Being Conducted by:

☐ Employee: \_\_\_\_\_

☐ Contractor: \_\_\_\_\_

Issue Date: \_\_\_\_\_

Job, Task or PO #: \_\_\_\_\_

Location / Bldg & Floor: \_\_\_\_\_

Nature of Task: ☐ Cutting ☐ Welding

☐ Brazing ☐ Grinding ☐ Soldering

☐ Thawing Pipe ☐ Torch Applied Roofing

☐ Other \_\_\_\_\_

The location where this work is to be done has been examined and necessary precautions have been taken. Permission is hereby granted for this work.

Name of Person Issuing Permit: \_\_\_\_\_

Signed: \_\_\_\_\_

Permit Expires

Date \_\_\_\_\_ Time \_\_\_\_\_ ☐ AM ☐ PM

Extended Fire Watch

Extended Fire Watch Required ☐ Yes ☐ No

Extended Fire Watch Duration \_\_\_\_\_ hours

Permit Number: 0000001

Instructions:

- 1. Person Doing Hot Work: Document the time work started and post the permit at HotWork Location. After the Hot Work has been completed, document the date and time the work was completed and leave the permit at the site.**
- 2. Fire Watch: Prior to leaving the Hot Work location conduct a final inspection, sign, and document the date and time the fire watch ended and notify the permit issuer that the Fire Watch has been completed.**
- 3. Final Check Off: The individual who conducts the final check off must sign and document the date and time of the final check off and return the permit to the issuer.**

Hot Work Completed. Signed: \_\_\_\_\_

\_\_\_\_\_ Date/Time \_\_\_\_\_

Fire Watch Completed. Signed: \_\_\_\_\_

\_\_\_\_\_ Date/Time \_\_\_\_\_

Final Check-Off Completed. Signed: \_\_\_\_\_

\_\_\_\_\_ Date/Time \_\_\_\_\_

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☐ Sprinkler protection, hose streams and fire extinguishers are in service and operational.

☐ Hot work equipment is in good repair and secured as necessary.

**Within 35 ft (11 m) of task area(s)**

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☐ Flammable liquids, combustible liquids, combustible dust, lint and oil deposits have been removed.

☐ Combustible floors have been wet down or covered with damp sand, metal or other noncombustible shields.

☐ Combustible materials have been removed or protected with fire resistive tarpaulins or metal shields.

☐ All wall and floor openings have been covered.

☐ Fire resistive tarpaulins have been suspended beneath the work to collect sparks.

**Work on Walls or Ceilings**

☐ Construction is noncombustible and without combustible coverings or insulation.

☐ Combustibles have been removed away from opposite side of wall or ceiling.

**Work on Enclosed Equipment**

☐ Equipment has been cleaned of all combustibles.

☐ Containers have been purged of flammable, combustible liquids, vapors or gases.

☐ Pressurized vessels and piping have been removed from service, isolated and vented (LOCK OUT TAG OUT).

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**Fire Watch**

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☐ Fire watch is posted on lower floors if an opening exists that would allow sparks or embers to drop down.

☐ Fire watch is trained on how to properly report a fire alarm via the plant fire alarm procedures or fire alarm system.

☐ Hot work area will be monitored for 3-hours after the job is finished.

This permit does not purport to set forth all hazards nor to indicate that other hazards do not exist. By providing this permit, neither AIG nor any of its employees make any warranty, express or implied, concerning the use of this permit. Furthermore, neither AIG nor any of its employees shall be liable in any manner (other than liability that may be expressed in any policy of insurance that may be issued by the Company) for personal injury or property damage or loss of any kind arising from or connected with this permit. Form 615 (6/2016)

# WARNING!

HOT WORK IN PROGRESS!

## BE ALERT FOR FIRE!

IN CASE OF EMERGENCY:

Call: .....

At: .....

# WARNING!

This permit does not purport to set forth all hazards nor to indicate that other hazard does not exist. By providing this permit, neither AIG Global Property nor any of its employees make any warranty, express or implied, concerning the use of this permit. Furthermore, neither the Company nor any of its employees shall be liable in any manner (other than liability that may be expressed in any policy of insurance that may be issued by the Company) for personal injury or property damage or loss of any kind arising from or connected with this permit.

