

WELDING AND CUTTING PERMIT PROCEDURES
“HOT WORK”
605

I. PURPOSE

To establish safe procedures for cutting, welding, and other hot work operations. Safety and health requirements are also included in this section. Hot work is one of the leading causes of fires in Construction Industry.

II. FIRE PROTECTION SAFEGUARDS

Safeguards are divided into three time elements: pre-work inspection, hot work operations and post-work inspections.

A. Pre-Work Inspection

1. When hot work is performed outside the designated area(s), Management must approve the area safe to perform hot work.
2. Precautions to be taken include, but are not limited to, the following:
 - a. Welding and cutting operations shall be prohibited in an area where fire suppression is not available.
 - b. All flammable/combustible materials shall be relocated a minimum of 35 feet from the hot work site. If relocation is not practical, the flammable/combustible materials shall be protected by covering with fire-resistant covers or otherwise be properly shielded.
 - c. The hot work area shall be cleaned of all excess oil and accumulated dust, trash and combustibles.
 - d. Floors shall be swept clean and combustible floors shall be wet down or protected by an appropriate non-combustible barrier.
 - e. Welding and cutting is prohibited where an open flame would be dangerous.
 - f. All wall and floor openings within 35 feet of where sparks and/or molten metal could pass must be plugged or covered with non-combustible material.
3. After management's inspection is complete and all hazards are eliminated / controlled, the hot work permit may be issued and authorized.
4. Hot work permits shall be used.
5. The hot work permit shall be completed and signed after all hazards have been eliminated / controlled. The hot work permit shall be posted at the job site. Hot work permits are valid for twelve hours or shift change whichever occurs first.

B. Welding & Cutting Operations

1. A fire watch shall be established during all hot work operations. The fire watch shall be equipped with portable fire extinguishers appropriate for the type of fire.
2. Fire watch must be wearing the appropriate PPE.
3. Fire watch must be properly trained to detect potential fire hazards.

C. Post-Work Inspection

1. After the hot work is complete, the welder and fire watch will check the area for possible hidden sparks that could cause a fire later.

III. REFERENCES

OSHA standard:

- 1910.252: Welding, cutting, and brazing

HOT WORK PERMIT

Date: ___ / ___ / ___

Description of Work: _____

Time: _____

Permit Expires: (date/time) _____

Fire Prevention Checklist:

System Locked Out	N/A	Yes	No
Ventilation Required	N/A	Yes	No
Area Clear of Combustibles	N/A	Yes	No
Floor Wet Down	N/A	Yes	No
Flammables Removed	N/A	Yes	No
Protective Shields or Blankets	N/A	Yes	No
Wall / Floor Openings Covered	N/A	Yes	No
Ducts / Conveyors Protected	N/A	Yes	No
Work Area Beneath Protected	N/A	Yes	No
Fire Extinguisher Present	N/A	Yes	No
Fire Watch Present	N/A	Yes	No

FIRE WATCH – Required during and 30 minutes after job completion. Shorter duration following the job must be approved by a supervisor.

Fire Watch Checklist:

Work Area Clear of Sparks / Smoldering	Yes	No
All Walls and Floors Checked (all levels)	Yes	No
Fire Extinguisher Replaced	Yes	No

Supervisor Signature: _____

Date: ___ / ___ / ___

HOUSEKEEPING

606

I. PURPOSE

To develop, implement, and maintain a general housekeeping policy that provides for routine cleaning, inspection, and documentation of work for all jobsites.

II. REQUIREMENTS

- A. All jobsites shall be kept clean to the extent that the nature of the work allows.
- B. All walking and working surfaces shall be maintained, as far as possible, in a dry un-cluttered condition.
- C. In wet areas, drainage shall be maintained and false floors, platforms, mats or other dry standing places shall be provided where applicable.
- D. Waste disposal containers for solid or liquid refuse shall be constructed so that they do not leak and are capable of being cleaned and maintained in a sanitary condition.
- E. To facilitate cleaning, every floor, working place and passageway shall be kept free from holes or loose boards.
- F. Routine inspections shall include suggestions to improve work area upkeep.
- G. It is recommended that each jobsite develop a housekeeping checklist for employees to use.
- H. When working on clients sites, housekeeping shall be maintained and work done in a neat, orderly and professional manner.
- I. All "hazardous" materials or hazardous chemicals shall be properly disposed of in accordance with applicable laws.

III. REFERENCES

OSHA standards:

- 1910.22: Walking-working surfaces - general requirements
- 1910.106(e)(9): Flammable and combustible liquids - industrial plants-housekeeping