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|  | **WSC - HOT WORK PERMIT** | | | | |  |
|  | **Warning!** | | | **HOT WORK IN PROGRESS WATCH FOR FIRE!** | |  |
|  | **Instructions** | | |  | **Required Precautions Checklist**  **(must be retained as a record of hot work activity for minimum of 6 months)** |  |
| 1. **Person doing hot work: indicate time started and post permit at hot work location. After hot work, indicate time completed and leave permit posted for fire watch.** 2. **Fire Watch: Prior to leaving area, do final inspection, sign, leave permit posted and Inform permit authoriser.** 3. **Monitor: After 6 hours, do final inspection, sign and return to Club Administrator.** | | |
|  |  | 🞏 Fire extinguisher available at location  **Within 10m radius of work:**  🞏 Floors, work level and below, cleaned or protected  🞏 All other combustibles removed or shielded from sparks:   * Clean horizontal surfaces (eg building structures, equipment, ducts, cable trays etc) above and below where possible * Remove flammable liquids, dust, lint, combustible waste, oil deposits etc. where possible. * If removal/cleaning is impractical, protect with fire-retardant covers, or shield with fire-retardant guards and/or curtains.   🞏 Transmission or conveying of sparks to adjacent areas eliminated or protected   * Tightly cover wall/floor openings with fire retardant material * Where opening cannot be sealed, suspend fire-retardant tarpaulins to help protect areas beneath * Isolate or shutdown fans to prevent the capturing and conveying of sparks to other areas.   🞏 Explosive atmosphere eliminated or not present  **Work on walls, ceilings or enclosed equipment:**  🞏 Construction materials verified as non-combustible and without combustible covering or insulation  🞏 Combustibles on other side of walls relocated or protected  🞏 Enclosed equipment cleaned and protected from all combustibles.  🞏 Containers purged of flammable liquids/vapours  **Fire watch/hot work area monitoring requirements:**  🞏 Continuous fire watch provided during and for at least 30 minutes after hot work, including all breaks.  🞏 Fire watch supplied with suitable fire extinguisher  🞏 Fire watch trained in use of extinguisher  🞏 Area to be monitored hourly for a minimum of 6 hours after job is completed, or longer if required by officer authorising permit.  **Other precautions that may be required:**  🞏 Area smoke or heat detector disabled to eliminate false trip  Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Comment by authorising officer: |  |
| **Who, When and Where?** | | |
| **Hot work being done by** | | |
| 🞏 Employee  🞏 Contractor | | |
| Date | | |
| Location | | |
| Nature of job | | |
| Name of person(s) doing Hot Work | | |
| Signature of Permit-Authorising Officer | | |
| Time Started | Time finished | |
| Work area and all adjacent areas to which sparks and heat might have spread were inspected during the fire watch period and were found fire safe. | | |
| Signature Fire Watch/Monitor | | Time |
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