

# HOT WORK PERMIT



Works Safety Procedure			
Permit information			
Works			
Location of works			
Nature of works			
Precautions being followed <i>(Tick box as appropriate)</i>	<input type="checkbox"/> No flammable materials within a 15 m radius <input type="checkbox"/> No combustible materials within a 10 m radius <input type="checkbox"/> Combustible materials covered or wetted down <input type="checkbox"/> Openings in walls and floors are covered within 15 m <input type="checkbox"/> Hazardous operations have been stopped <input type="checkbox"/> Portable extinguishers are available within reach <input type="checkbox"/> Sprinkler system not impaired <input type="checkbox"/> Hose reels are unrolled <input type="checkbox"/> Closed vessels and tanks are clean and vented <input type="checkbox"/> Connecting piping and conveyors shut down <input type="checkbox"/> Personal safety equipment available and checked <input type="checkbox"/> Protection and detection systems operational <input type="checkbox"/> Control Rounds tempo assessed commensurate to risk <input type="checkbox"/> Fire Watch tempo assessed post-completion of works <input type="checkbox"/> Electrical equipment disconnected, locked and sealed <input type="checkbox"/> Tools checked and certified <input type="checkbox"/> Impairment notification procedure executed		
The Works area is controlled. All indicated safety precautions have been implemented. Permission for the works is granted.			
Permit issued for the period:	From	To	
Signature safety manager			
Worker's name			
Signature worker			
Time works started		Time works ended	
Control Rounds			
Works have recently been carried out in this area.			
The working area is checked upon completion:			Name and signature
The working area is checked upon completion:			Name and signature
Time			
Signature safety manager			

## Fire Watch

Works have recently been carried out in this area.

The working area is checked post-completion:

Name and signature

The working area is checked post-completion:

Name and signature

Time

Signature safety manager

The safety manager or his representative fills out the top portion of this form.

The worker / operator fills in his / her name, signature and actual starting time of the works.

The responsible employee for the control round fills out the time at which he / she checked the area.

This form should be kept in the actual area of the works until the responsible employee for the control round completes his first round. The form is then kept on file for review for a minimum period of three months.

One permit should never be valid for more than 8 hours or one shift.

Guidance on Hot Work Permitting can be found here - [Inspired Solutions Guidance on Hot Work Permits](#)

**Inspired Solutions LLC**