

Fire Safety Data Sheet

Hot Work Permits

The use of welding, grinding and abrasive cutting equipment is a cause of many fires and explosions in industry. Where such work is not the part of day to day production processes, a HOT WORK PERMIT system should be used.

The HOT WORK PERMIT system ensures that:

1. The work is authorised by a Responsible Officer.
2. Hazards are identified, isolated, removed, protected or disconnected as appropriate.
3. The operator is trained to perform the work safely.
4. Appropriate protective clothing and equipment is used.
5. Appropriate warning and fire fighting equipment is on hand.

How the HOT WORK PERMIT system functions:

1. Supervisors are trained to ensure that all operators carrying out hot work in their area of responsibility are carrying a valid HOT WORK PERMIT.
2. Any person proposing to perform "hot work" should contact the Responsible Officer (usually a designated fire/safety officer).
3. The Responsible Officer checks all aspects of the proposed work to ensure that all safety measures are taken.
4. The Responsible Officer completes and signs the HOT WORK PERMIT and issues it to the operator.

5. The operator displays the HOT WORK PERMIT in the area in which the work is to be carried out.

6. At the completion of work (or shift) the Responsible Officer inspects the area for any signs of potential combustion or hazard.

To make the HOT WORK PERMIT system work:

1. The Responsible Officer and all Supervisors and operators must be trained in the aims and procedures of the system.
2. Company policy and guidelines regarding hot work must be included in induction and other staff training manuals, safety procedure documents, etc.
3. Signs indicating that a permit is required for hot work should be prominently displayed.
4. Contractors entering the site must be made aware of the system.
5. Breaches of the system must not be tolerated.

HOT WORK PERMIT cards can be purchased from FPA Australia.

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HOT WORK PERMIT	
TO BE DISPLAYED ON HEAT OR SPARK GENERATING APPARATUS AND RETURNED TO THE RESPONSIBLE OFFICER ON COMPLETION OF THE WORK	
Permission Granted to:	
<input type="text"/>	
To use (type of equipment)	
<input type="text"/>	
In (location)	
<input type="text"/>	
On (date)	<input type="text"/>
From (time)	<input type="text"/>
To (time)	<input type="text"/>
<ul style="list-style-type: none"> ♦ All combustible materials removed or made safe. <input type="checkbox"/> ♦ No flammable liquids, vapours, gases or dust present. <input type="checkbox"/> ♦ Extinguishers/hoses provided on site. <input type="checkbox"/> ♦ Operator trained to use fire equipment. <input type="checkbox"/> ♦ Operator has ready access to telephone/fire alarm. <input type="checkbox"/> ♦ Site inspected after completion of work/shift. <input type="checkbox"/> 	
Checked and issued by (Responsible Officer)	
Name <input type="text"/>	
Signature <input type="text"/>	
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