

# Hot Work Permit Request

A hot work permit is required for operation on any FPU property involving open flame or producing heat and/or sparks. All precautions as required by University Policies and Procedures, the Florida Fire Prevention Code, NFPA 51B, OSHA 1910.252, and ANSI Z49.1 must be met or the Hot Work is not permitted.

## Section 1: Hot Work Operator (HWO)

### Instructions:

1. Verify FPU HWO's as staff, students, and/or employees have completed Hot Work Safety Training. Contractors are required to have an established hot work program with approved operators and designated PAI. In general, the PAI may not be the same person as either the Hot Work Operator or the Fire Watch.
2. Fill in Section 1 completely. Incomplete forms will not be approved.
3. Print form and turn into your Permit Authorizing Individual (PAI) or Facilities and Safety Services (FS&S) at least five (5) work days prior to requested work start date for completion of Section 2 on site at time of work start.
4. Obtain approval signatures, verify site, execute work as described and in accordance with any conditions noted on page 2, and remain on site for fire watch for 30 minutes after work has been completed.

### Hot Work Done by:

- Contractor** - Completed company Hot Work Permit signed by company designated PAI required.
- Facilities and Safety Services Employee**
- Other:** \_\_\_\_\_

<b>HWO Name (FPU or Contractor)</b>	
<b>HWO Phone Number</b>	
<b>HWO FPU Department or Contractor Name</b>	
<b>FPU Supervisor or Project Manager Name</b>	
<b>FPU Supervisor or PM Phone Number</b>	
<b>Contractor Phone Number</b>	

### Work Location Type:

- Incidental Work Occupied Building     Construction Site     Ongoing Designated Area     Emergency Repair

### Location Description (be specific):

<b>Campus Name</b>	
<b>Site Location</b>	
<b>Building Name</b>	
<b>Building Number</b>	
<b>Floor and Room or Area Designation</b>	

**Work Schedule:** Initial request not to exceed 14 days but may be extended with additional site review.

<b>Date(s)</b>	<b>Times</b>
<b>Duration (Days)</b>	
<b>Extended Days Requested</b>	<b>Extended Site Visit Date</b>
Approved <input type="checkbox"/> Disapproved <input type="checkbox"/>	<b>By</b>

### Description of Work and Equipment Used (Type and Manufacturer):

<b>HWO Signed:</b>	<b>Date</b>
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## Section 2: PAI or F&SS Review

# Hot Work Permit Request

<b>PAI Name</b>	
<b>PAI Contact Phone Number</b>	
<b>PAI FPU Department Name</b>	

**PAI Checklist.** PAI to verify the items below prior to work start.

Yes	No	
		HWO has appropriate safety training (confined space, ladder safety, PPE, fire safety, hot work, etc.).
		Hot work equipment is in good working condition in accordance with the manufacturer's specifications.
		Flash back arrestors properly installed.
		Electrical components in good condition.
		PPE & area protective equipment provided, approved to ANSI standards, and in good useable condition.
		Shields in place for any area visible by others where bright light would be irritating to vision.
		Facilities coordination in place for alarm and suppression system fire watching (not hot work watch).
		Available sprinklers, hose streams, and extinguishers are in service/operable.
		Confined space entry permit obtained where required and lockout tag out procedures followed.
		Ample ventilation is provided to remove smoke fumes and vapors from work area.
		Personnel and equipment properly supported for elevated hot work.
		Fire-resistant blanket suspended beneath elevated work.
		Fire watch supplied with suitable extinguishers and trained in use of equipment and in sounding alarm.
		Fuel or gas filled equipment is shut down and purged prior to work.
		Flammable liquids, dust, lint and oil deposits removed from area or protected.
		Hazardous or explosive atmospheres in area eliminated and verified with monitor/detector.
		Floors swept clean of combustibles and any trash removed.
		Area construction noncombustible, w/o combustible covering or insulation, requires no specific protective measures.
		Combustible floors & area components dampened or covered w/fire-resistant materials sheets or damp sand.
		PPE provided from electrical shocks in damp locations.
		Remove all combustibles where possible. Protect unmovable items with listed or approved fire-resistant blanket screens, curtains or metal shields.
		Verify no combustibles on other sides of adjacent walls & inside enclosed equipment. Protect as needed.
		All wall and floor openings covered. Ducts and vents that might carry sparks to distant combustible materials covered, protected, or shut down.
		No danger exists by conduction of heat into another room or area through pipes, walls, or structural members.
		HWO instructed to and acknowledges to maintain continuous hot work fire watch for the duration of the work and for 30 minutes after work is completed.

**Equipment Reviewed (Type and Manufacturer):**

Any changes to the reviewed equipment or site conditions must be re-inspected and or re-permitted.

**Conditions & Comments:**

Periodic site visits may be executed. Unsafe conditions identified at any time will void any prior approvals and require permit resubmission.

**FINAL CHECK** - Work area and all adjacent areas to which sparks and heat might have spread (including floors above and below and on opposite side of wall(s) were inspected 30 minutes after the work was complete and were found fire safe.

**PAI: Sign and complete this form. Provide a copy to HWO and a separate copy to F&SS.**

<b>PAI Signed:</b>	<b>Date</b>
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