

**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.

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## 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: \_\_\_ / \_\_\_ / \_\_\_