

HOT WORK Permit

HOT WORK PERMIT NUMBER

NOTE: Remember to keep this permit on file, or scan and save on computer.

This permit is used to help manage risks from hot work. Fires can be started from hot surfaces, from open flames (soldering, welding, brazing) or from sparks when grinding or cutting, for example. This permit is not applicable for works taking place in confined spaces or in gas-hazardous areas. If this is the case, contact Liberty through your broker for further guidance.

Is this hot work necessary? Yes No Can the hot work be o		one at a safer location, in a formal workshop, or offsite? Yes	
This permit applies to hot wo	k as follows:		
Location:			
Purpose/job:		Date:	
Prior to hot work (re	fer to checklist overleaf)		permit holder, who acknowledges
Job site inspected, checklist fully complied with, and approval given for hot work permit.		the precautions (refer to checklist overleaf). Name of hot work operator (print):	
Name of Fire Safety Manager (p	print):		
		Signature:	
Signature:		Company:	
		Contact number:	
Contact number:		Contact number.	
Hot work permit valid from (time hot work starts):	Hot work permit valid until (time hot work will end):	After hot work (refer to checklist overleaf)	
		Time hot work completed:	Time fire watch finished:
Date of issue:			
(Maximum validity of 8 hours on the date of issue only. A new permit is required if hot work stops for more than 2 hours.)		Hot work completed and precautions fully complied with, and acknowledged by: Signature of hot work operator/permit holder:	
		Signature of Fire Safety Manager:	
Liberty Specialty Markets		Date:	

Making sense of risk Risk engineering

This checklist is a summary of the Liberty Hot work precautions checklist which should be printed out for convenience and used as a reminder when preparing the site and when making good afterwards.

Precautions before and during hot work

Prepare the area:

- · Inspect and sweep the area.
- Wet down or apply damp sand to any timber floors.
- Cover or shield automatic sprinkler and/or fire detector heads if they are close enough to the hot works to be accidentally activated.
- Remove movable combustible items to at least 15m away, and make sure that any exposed levels below the hot work are also checked and cleared.
- Cover or shield with non-combustible tarpaulins or barriers any remaining combustibles within 15m of hot work area. (This distance should be greater for vulnerable objects on any levels below the hot works.)
- Isolate and/or remove from the area flammable/combustible gases, dusts and liquids.
- · Shield any fuel lines and pipework.
- · Cover all openings such as ducts and grilles.
- · Decide on an escape route, in case of an emergency.

Prepare equipment and systems:

- Check that automatic sprinklers/other fixed firewater systems are in service. (If they are out of service, seek guidance from the Fire Safety Manager.)
- Inspect hot work equipment to ensure it is in serviceable and safe condition
- Arrange for portable extinguishers and/or water-charged hoses to be within 10m.
- Arrange a fire watch during pauses in hot work and for at least 30 minutes after completion. Revisit high-risk areas (e.g. difficultto-see spaces) occasionally for at least 3 hours after hot work completion.
- Ensure that people involved in the work understand the company's emergency procedures, and that the fire watch person is ready to respond to any fire threat.

Precautions after hot work

- Inspect the area, including exposed levels below work, or hidden behind work
- Remove wet rags used to cover automatic sprinklers and any caps used to cover fire detector heads.
- Remove non-combustible covers and shields.
- Ensure that the fire watch remains at the job site during breaks or pauses, and for at least 30 minutes after job completion. Revisit high-risk areas (e.g. difficult-to-see spaces) occasionally for at least 3 hours afterward hot work completion.

The information in this document is presented by Liberty Specialty Markets (Liberty), a trading name of Liberty Mutual Insurance Company (ABN 61 086 083 605) incorporated in Massachusetts, USA (the liability of members is limited); Liberty Specialty Markets (Liberty), a trading name of Liberty Specialty Markets Limited (No. 2400200), incorporated in Hong Kong; Liberty Specialty Markets Pte Limited (Registration No.: LF12903) trading as Liberty Specialty Markets, Labuan Branch; and Liberty Specialty Markets Pte Limited (UEN 201538069C), incorporated in Singapore. It is acknowledged that this document is not intended to identify all hazards that may exist, nor is it intended to be an exhaustive review of all possible eventualities. The recommendations contained in this document are purely advisory and the decision and responsibility for implementation rests with the site's management. This document is intended to provide general information only. You should not act on the basis of information contained within this document without first obtaining specific professional advice. Liberty makes no representation or warranty in relation to the accuracy or completeness of factual information contained in this document. Liability for indirect or consequential loss arising out of or in connection with this document is expressly excluded. This information is current as at September 2017.