

DE MONTFORT UNIVERSITY

HOT WORK PERMIT

For BLOWLAMPS, CUTTING and WELDING or other HEAT PRODUCING EQUIPMENT

IMPORTANT - Precautions on the reverse side must be adhered to without fail	
Part A	
Date:	Building:
Room/ area:	Faculty/Dept:
Work Involved:	
Part B.	
This permit expires:	
Time Commenced:	Completed:
Certification that the location where this work is to be done has been examined, necessary precautions (as per reverse side) taken and permission has been granted for this work by Signed: _____ Print _____	
Part C	
Fire watch is to be provided by:	
Name _____	Job Title _____
Part D	
The removal from the fire detection system of the following detector heads has been authorised by:	
For the period: From _____	To _____
The detection system for the building will/will not remain operational	
Detector heads reinstated: _____	Time: _____
Date: _____	
Signed: _____	
Part E	
Work area and all adjacent areas to which sparks and heat might have spread (including floors above and below and on other sides of walls) were inspected 30 and 60 minutes after the work was completed and were found fire safe.	
Signed: _____ Name: (Print) _____	
Date _____	
Position: _____	
This permit should be returned to the University Occupational Health, Safety & Wellbeing Department upon completion after the final check. (A copy of the risk assessment should accompany this permit.)	

PREVENT FIRES

Prior to approving any hot work the Safety Manager of the area or their nominee and the person undertaking the work, or his appointee, shall inspect the work area and confirm that precautions, as listed below, have been taken to prevent fire.

Note: Where the control of the area has been passed to, or rests with Property Services staff the appropriate officer shall act as Safety Manager. This form should be completed even if the work is in a 'Contractor's Controlled Zone' of a building still occupied by DMU staff.

Check each item carefully.

PRECAUTIONS

Hot work equipment is in good condition.

Gas containers/flammable liquid containers changed/refilled in the open.

'Fire doors' near hot work areas should remain closed, not be wedged open.

WITHIN 15 METRES OF WORK

Floors swept clean of combustibles and wetted down or covered with non-combustible material where necessary.

Combustible materials, hazardous or flammable liquids, removed or protected with non-combustible curtains, sheets or shields.

Wall and floor openings and gaps, through which sparks can fall, covered with non-combustible covers suspended beneath work to collect sparks.

WORK ON WALLS OR CEILINGS

Any combustible material protected against sparks or heat.

Combustibles moved away from other side of walls and away from metal through which heat can be transferred.

WORK ON ENCLOSED EQUIPMENT

Equipment cleaned of all combustibles and dust.

Containers purged of flammable liquids and vapours.

FIRE DETECTION SYSTEM

The fire detection system for any building in which hot work is undertaken should remain operational.

Detector heads in the area may be covered/disconnected.

FIRE WATCH

To be provided during, and 30 minutes after, operation.

Supplied with extinguishers and/or hose reel.

Trained in use of fire fighting equipment and in sounding the fire alarm.

FINAL CHECK UP

To be made 60 minutes after completion of any operation.

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