Hot Work Permit

DIN 6030-4-01

For Maintenance Workers and Outside Contractors at
NORTHWEST TECHNICAL COLLEGE

THIS HOT WORK PERMIT IS REQUIRED FOR ANY TEMPORARY OPERATION INVOLVING OPEN FLAMES OR PRODUCING HEAT AND/OR SPARKS. THIS INCLUDES, BUT IS NOT LIMITED TO, BRAZING, CUTTING, GRINDING, SOLDERING, THAWING PIPES, TORCH APPLIED ROOFING, AND WELDING.

PERMIT DATE: _____ / _____ / ______
TIME: _____________ AM PM

EXPIRES ON: _____ / _____ / ______
TIME: _____________ AM PM

BUILDING OR AREA: ____________________________________________________________

ROOM NUMBER AND/OR AREA: __________________________________________________

EQUIPMENT WORKED ON: ______________________________________________________

DESCRIPTION OF HOT WORK: __________________________________________________

DETECTOR(S) DISABLED?  YES ______  NO _____

DETECTOR NUMBER(S) AND LOCATION: ____________________________________________

SIGNATURE: ___________________________________________  PRINT NAME: __________________________
NTC PERMIT AUTHORIZING INDIVIDUAL

SIGNATURE: ___________________________________________  PRINT NAME: __________________________
FIRE WATCH OBSERVER

SIGNATURE: ___________________________________________  PRINT NAME: __________________________
HOT WORK OPERATOR

CONTRACTORS COMPANY NAME/ ADDRESS/ CONTACT PHONE: __________________________
________________________________________________________________________________
________________________________________________________________________________

THIS PERMIT MUST BE POSTED AT THE WORK SITE.

See Required Precautions Check List on page 2.
REQUIRED PRECAUTIONS CHECK LIST

GENERAL REQUIREMENTS:

_____ Permit must be complete and signed before any work begins
_____ Fire extinguisher, fully charged and operable on site
_____ Hot work equipment/tools in good repair
_____ Permit form must be posted at work site
_____ Appropriate smoke detectors covered, and Facilities Services Supervisor or his designee notified as to the device number(s)
_____ Fire watch Observer(s) are required

Each hot work operator, at every separate location, requires a separate permit and fire watch observer.

(If not within 35 feet of each other, in the same room and/or area, and visible to each other)

REQUIREMENTS WITHIN 35 FEET OF WORK:

_____ Floors cleared of readily combustible materials or shielded with fire retardant materials and swept clean
_____ Explosive atmosphere in work area eliminated
_____ All wall and floor openings covered
_____ Flammable chemicals/materials removed or covered
_____ Flammable liquids, dust, lint, and oily deposits are removed

WORK ON WALLS OR CEILINGS:

_____ Construction materials should be non-combustible, and without combustible covering or insulation
_____ Combustibles moved away from the opposite side of work area

WORK ON ENCLOSED EQUIPMENT:

_____ Equipment cleaned of all combustibles and oily residue
_____ Containers must be purged of flammable liquids and/or vapors

FIRE WATCH OBSERVER:

_____ Fire watch Observer to post this permit at the work site.
_____ Fire watch to be provided during and 30 minutes after work including lunch and break times.
_____ Fire watch Observer trained with, and supplied with, an appropriate ABC type extinguisher and aware of fire alarm pull stations.
_____ Fire watch Observer may be required for both sides of ceiling or wall work.

Fire watch Observer is required to notify the Facilities Services Supervisor or his designee that the work is complete, including the 30 minute watch period, and make sure that all of the disabled or covered heat/smoke detectors have been returned to a normal operating condition. Return this form at that time.

_____ Fire watch Observer is required to notify the Facilities Services Supervisor or his designee of any unusual occurrences during the work process and/or if additional time may be required for fire watch.