



# University Fire Department

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Douglas R. Schrage Fire Chief

## Hot Work Policy

### 1. Purpose

The purpose of this policy is to establish the minimum requirements for hot work activities performed by University Fire Department personnel. This policy applies to all hot work activities performed by University Fire Department personnel, including but not limited to welding, cutting, grinding, brazing, and soldering. The purpose of this policy is to ensure that all hot work activities are performed in a safe and controlled manner, and to minimize the risk of fire and injury to personnel and property.

### 2. Authority

This policy is authorized by the University Fire Department Fire Chief and applies to all personnel performing hot work activities.

### 3. Scope

This policy applies to all hot work activities performed by University Fire Department personnel, including but not limited to welding, cutting, grinding, brazing, and soldering. This policy applies to all hot work activities performed by University Fire Department personnel, regardless of the location or the nature of the work.

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- approving hot work permits
- submitting a copy of the permit to the Hot Work Program Manager.

#### c. Hot Work Employee

The worker who is performing the hot work is responsible for:

- completing classroom hot work training to the requirements of this policy
- performing hot work in accordance with the requirements of this policy
- being familiar with the facility and how to sound an alarm in the event of a fire
- filling out the work area preparation section of the hot work permit
- making the work area fire safe and verifying on the permit that work can start
- ensuring the required safety precautions per the hot work permit are followed.

#### d. Fire Watch

The Fire Watch, which simultaneously can be the worker, is responsible for:

- being alert to all conditions that may directly involve the safety of the cutter or welder and observing the cutter or welder for sparks, flame, or slag that lands on clothing or protective equipment
- being trained to the requirements of this policy
- having the appropriate fire extinguisher readily available
- being familiar with the facility and how to sound an alarm in the event of a fire
- extinguishing a fire and/or sounding the fire alarm
- calling emergency services at 911 and EH&S at x5413 as needed
- completing the Closeout section of the permit.

### **5. Precautions and Requirements**

- A hot work permit must be completed prior to initiating hot work and posted at the work area
- Hot work must be approved by the Authorized Person. For externally contracted work the applicable Project Manager is the Authorized Person
- Hot Work is permitted only in areas that is or has been made fire safe.

- Hot Work equipment shall be in good working condition and fully inspected.
- The Authorized Person shall perform a hazard assessment of the scheduled hot work and the work area where the following conditions exist:
  - x fire suppression system is not operable or does not exist
  - x fire/smoke detection system is localized only or does not exist
  - x special potential hazards such as work in confined area, attic, or crawlspace in which an increased fire risk may exist

This hazard assessment includes the identification on the permit of any special precautions and controls and the fire watch requirements which will be at least 60 minutes after