

	Health and Safety Management System	Document number: 621-4403-FORM-APQ
	31-01-2020	HOT-WORK PERMIT Work order: _____

STOP!

AVOID HOT WORK BY USING AN ALTERNATIVE SOLUTION IF POSSIBLE.

A permit must be obtained before starting any work that involves open flames or generates heat or sparks. This includes cutting, grinding, soldering, and welding. For more information, see procedure 621-4401-PROC-APQ.

INSTRUCTIONS	PRECAUTIONS								
Permit issuer: A. Check compliance with the precautions listed on the right. B. Fill out the permit and post it on site. C. On completion of work, hand over permit to Operations Manager, Maintenance or the operations manager (infrastructure project manager).	<input type="checkbox"/> Hoses and portable extinguishers are in service and in good working order <input type="checkbox"/> Hot-work equipment is in good condition (visual inspection)								
Hot work done by: <input type="checkbox"/> QPA <input type="checkbox"/> Contractor Date: _____ Time: _____ Location of work: _____ Nature of work: _____ Worker 1 name _____ Worker 2 name _____ Fire watch name: _____ Work completed: _____	Precautions within a radius of 15 metres (50 feet) <input type="checkbox"/> Flammable liquids, dust, and oily deposits have been removed <input type="checkbox"/> There are no explosive substances or flammable vapours in the area <input type="checkbox"/> Combustible floors have been swept, wet down, and covered with wet sand or fire-resistant panels <input type="checkbox"/> All openings in floors or walls have been blocked <input type="checkbox"/> All other combustible material has been removed wherever possible; otherwise, fire-resistant tarpaulins or metal shields have been installed <input type="checkbox"/> Equipment that can carry sparks to distant combustible items has been protected or shut down								
HIGH-RISK WORK <input type="checkbox"/> High-risk areas (including): <ul style="list-style-type: none"> Wharves 50/51, within 30 metres of a ship, areas where grain/fertilizers/explosives are stored On a boat or in a confined space <input type="checkbox"/> Fire watch continuously monitoring gas from 5 minutes before work begins until work ends <input type="checkbox"/> Authorization of the person in charge of the structure (operator)	Work on walls, ceilings, or roofs <input type="checkbox"/> The structure is non-combustible and has no combustible cladding or insulation <input type="checkbox"/> Combustible materials on the other side of walls, and on ceilings and roofs, have been moved away								
Work in confined spaces <input type="checkbox"/> Obtain authorization from OHS director <input type="checkbox"/> Follow the instructions specific to enclosed equipment in the model sheet for hot work in confined spaces	Fire watch – Area supervision <input type="checkbox"/> If necessary, a trained fire watch will be present during the work and for 1 hour thereafter, including during breaks <input type="checkbox"/> The fire watch is equipped with appropriate portable fire extinguishers <input type="checkbox"/> A fire watch may be needed above and below the area where work is being done <input type="checkbox"/> After 1 hour of continuous monitoring, the work area will be checked periodically for another: <ul style="list-style-type: none"> <input type="checkbox"/> 1 hour – Signature when done: _____ <input type="checkbox"/> 2 hours – Signature when done: _____ <input type="checkbox"/> 3 hours – Signature when done: _____ <input type="checkbox"/> 4 hours – Signature when done: _____ <input type="checkbox"/> Other precautions:								
<table border="1" style="width: 100%;"> <tr> <td>LEL 10%</td> <td>O₂</td> <td>CO 35 ppm</td> <td>H₂S 10 ppm</td> </tr> <tr> <td colspan="4" style="text-align: center;"><input type="checkbox"/> OK (no alarm)</td> </tr> </table>	LEL 10%	O ₂	CO 35 ppm	H ₂ S 10 ppm	<input type="checkbox"/> OK (no alarm)				
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WARNING!

HOT WORK IN PROGRESS

IN CASE OF EMERGENCY

CALL: **HARBOUR MASTER'S
OFFICE**

AT: **418-648-3556**

Operator contact

Permit issuer

I certify that the workplace has been examined and that the precautions checked off on the checklist have been taken to prevent fire.

Name of permit issuer: _____

Signature of permit issuer: _____

Phone number of permit issuer: _____