

Audit Grid for Certification of Hot Work by Tenants, Operators and Contractors

Operator/contractor name : _____
 Address: _____
 Person involved in the audit: _____
 Date: _____

C = Compliant
 N-C = Non-compliant
 N/A = Not applicable (N/A)
 NE = Not evaluated

#	Aspect to check	Reference	Excerpt from the standard/procedure/regulation	C	NC	N/A	NE	Comments
1	Hot-work procedure	Framework Program for Hot Work	Personnel trained for hot work					
			Training program complies with standards					
			Fire watch planned					
			PPE available					
			Portable fire extinguishers					
			Work areas : risk analysis (CAN/CSA Z1002)					
			Hot-work permits : issuing procedure					
			Hot-work permits : compliance					
			Equipment maintenance : schedule and qualifications					
			Has QPA certificate					
2	Arc welding and cutting	CAN/CSA W117.2:19 (2019) Safety in Welding, Cutting, and Allied Processes	Remote control devices					
			Welding cables in good condition					
			Grounding					
			Multiple pieces of welding equipment plugged in					
			Water/combustible fuel leaks					
			Maintenance of welding equipment					

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3	Resistance welding	CAN/CSA W117.2:19 (2019) Safety in Welding, Cutting, and Allied Processes	Jewelry, contact lenses					
			Locking devices					
			Spark protection					
			Emergency stop buttons					
			Welding unit grounding, static control					
			Ventilation					
4	Gas welding, cutting, and allied processes	CAN/CSA W117.2:19 (2019) Safety in Welding, Cutting, and Allied Processes	Labelling: oxygen and combustible gas cylinders					
			Tightness of fittings, valves, and seals					
			Gas line purging (1x/day, cylinder replacement)					
			Valves shut (not in use)					
			Oxygen lines green, fuel lines red					
			Safety devices (flame arrester and gas-check valve)					
			Cylinders: no corrosion or damage					
			Cylinders: valve and regulator present					

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4	Gas welding, cutting, and allied processes	CAN/CSA W117.2:19 (2019) Safety in Welding, Cutting, and Allied Processes	Cylinders (storage): stored upright and not in an enclosed, unventilated area					
			Gas and oxygen cylinders: separated from flammable/combustible liquids					
			NO SMOKING signs in areas where flammable and oxidizing gases are stored					
			Cylinder handling (valve closed, cap, use of appropriate cart, secured in upright position)					
			Nothing on top of cylinders while in use					
			Gas cylinders kept away from hot-work areas, sparks, and flames; otherwise, fire-resistant screens used					
			Emergency (e.g., fire) procedure for gas cylinders (leak around valve stem): evacuation, response					

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5	Personnel protection	CAN/CSA W117.2:19 (2019) Safety in Welding, Cutting, and Allied Processes	Work areas tidy and well maintained					
			Required signage for protective equipment					
			Eye and face PPE compliant with CSA Z94.3					
			Clean mask with head strap worn or mask available with appropriate filtering glass					
			Contact lenses not worn					
			Filter curtain located at least 1 meter away					
			Clothing resistant against radiation, ignition, electric shock, sparks					
			Flame-retardant or flame-retardant cuffed gloves (leather or fibrous material)					
			Apron, chaps					
			Leather cape sleeves for ceiling welding, fire-resistant earplugs					
			Welded parts labelled with "HOT" or moved out of reach					
			Respiratory protection					
			Hearing protection if noise exceeds 85 dBA					
			Foot protection (green patch and Ω)					

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6	Hot-work areas	CAN/CSA W117.2:19 (2019) Safety in Welding, Cutting, and Allied Processes	Appropriate portable fire extinguishers in the area (class: 40-B at 30 ft, 80-B at 50 ft) and accessible					
			Fire sprinkler system functional					
			Functional ventilation hood present					
			Intake air exhausted outdoors or recycled after passing through an air purifier					
			Compliant ventilation guidelines (Table 5)					
			LEL below 10 %					
			Flammable vapour detectors maintained and calibrated per manufacturer's recommendations					
			Workers are trained to handle portable fire extinguishers					
			Signage indicating fire extinguisher					

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6	Hot-work areas	CAN/CSA W117.2:19 (2019) Safety in Welding, Cutting, and Allied Processes	Fire extinguishers maintained annually and inspected monthly					
			Fire-resistant area					
			Hot work area inspected annually					
			HOT-WORK AREA sign					
			Equipment in good condition					
			Fire safety plan and evacuation plan prepared					
			Flammable materials stored according to NFPA 30					
			Electric arc welding unit					
			Oxy-fuel cutting station					