**HOT WORK PERMIT**

### WORK INFORMATION
- **Building/Site:**
- **Exact Location of Work:**
- **Description of Work:**
- **Date/Time:**
- **Expected Duration:**
- **Contact Name/Number:**

### PERSONNEL ASSIGNED
- **Supervisor:**
- **Project Manager:**
- **Contractor(s):**
- **Crew:**

### HAZARD ASSESSMENT
- Confined Space (*must fill out CSE Permit*)
- Hazardous Atmosphere
- Electrical Hazard
- Flammable or Combustible Hazard
- Mechanical Hazard
- Temperature Hazard (including Steam)
- Close Quarters
- **OTHER:** Specify:

### HAZARD REDUCTION/ELIMINATION
- **Lockout-Tagout / De-Energize**
- **Flash Protection Boundary:** ft
- **Guarding or Grounding**
- **Fire Extinguisher**
- **PPE (per NFPA 70E)**
- **Barriers**
- **Atmospheric Testing** Specify:
- **OTHER:** Specify:

### PRE-WORK INSPECTION
- Cutting/welding equipment in good repair
- Fire extinguisher(s) readily available
- Sprinklers in service (if present)
- Combustibles removed - w/in 35 ft
- Combustibles removed - opposite side of work
- Wall/floor openings w/in 35 ft covered
- Spark catchers/arrestors in place
- All combustibles containers cleaned/purged
- Materials not sandwiched w/combustibles
- Hazard reduction measures in place
- Area secured and permit posted
- Communications tested **Channel:**

### NOTIFICATIONS
- Security notified of possible alarms
- Affected person(s) or department(s) notified
- Employee briefing
- Contractor briefing

### TASK SPECIFICATIONS (check as completed)

### AUTHORIZATIONS
- **Facilities Director**
- **Supervisor**
- Permit is: Completed [ ] Cancelled [x]

**IN THE EVENT OF AN EMERGENCY - STOP ALL WORK, SECURE THE AREA, AND CALL x3500.**

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