

HOT WORK PERMIT

PART 4: DAILY PRE-START CHECKLIST		
To be completed by:		WORKER/CONTRACTOR
Date:	Building:	Work Order / Project #:
GENERAL SAFETY PRECAUTIONS		YES
1. Communication device(s) (i.e., cell phone) is available for immediate use in case of an emergency		
2. Fire extinguisher and safety devices (i.e., smoke eaters, welding screens) are present, in service and in good operating condition. Note: Extinguishers to be UL Type 4A40BC per Construction Reg. 213		
3. Identification of Smoke/fire detectors affected AND that the certified electrician has confirmed devices are disabled.		
4. Sign all affected fire alarm pull stations as not in service, indicate the nearest active pull station.		
5. Hot Work equipment is in good operating condition.		
6. An assessment and steps have been completed to mitigate worker risks when completing the work (i.e., ventilation needs, air purging/scrubbing)		
7. Appropriate Personal Protection Equipment is provided and in good operating condition		
REQUIREMENTS WITHIN 10 METRES OF HOT/DUST WORK		YES
8. Work Area is clearly delineated with signs and/or barriers to restrict access and exposure		
9. All sprinkler heads and smoke detectors are covered if they are vulnerable due to the work		
10. Ventilate the area with appropriate ventilating equipment, if there is a risk due to smoke or dust exposure		
11. Suspend any nearby activity that could constitute a risk (dust collector, nearby painter, use of solvents or glues etc.)		
12. No risk of explosive atmosphere, or it has been eliminated (gas, vapours, dust)		
13. All flammable liquids, dust, powders and oily products have been removed		
14. All combustible materials have been removed from the work area		
15. Floors are swept and clear of debris		
16. Openings in ceilings, floors and walls are protected		
17. All other hazards that may result in damage, injury or loss to personnel and property are identified and controlled		
HOT WORK MONITORING (DURING AND AFTER WORK)		YES
18. A trained Hot Worker has been assigned		
19. The Hot Worker was provided with suitable extinguishers		
20. Workers are trained in use of equipment, sounding the alarm and notifying Department of University Safety		
21. A Fire Watch provided for 60 minutes after the completion of work, or for 3 hours after the completion of open flame torch work (2 hours if a hand held thermal scanner is used)		
22. All devices protected and covered prior to the start of work are uncovered and able to operate properly		
Worker (PRINT): _____	Signature: _____	Date: _____
All copies of the daily pre-start checklist must be kept on site until the completion of work. In the event of a fire or fire alarm the checklist may be required. At the end of the project all checklist must be returned to the FMP Service Centre.		

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