

# Lehigh University Hot Work Permit

**STOP! Avoid Hot Work or seek an alternative/safer method, if possible.**

This Hot work permit is required for any temporary operation involving open flames or producing heat and/or sparks. This includes, but is not necessarily limited to, cutting, grinding, soldering, torch applied roofing and welding.

Date: \_\_\_\_\_ Location: \_\_\_\_\_ WO # \_\_\_\_\_

Nature of job \_\_\_\_\_

I verify that the above location has been examined, the precautions checked on the Required Precautions Checklist have been taken to prevent fire and permission is authorized for this work.

Person performing hot work: \_\_\_\_\_ Company: \_\_\_\_\_ Phone #: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Time \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Print Sign

Permit Expires: Date: \_\_\_\_\_ Time \_\_\_\_\_

**WARNING!**  
**HOT WORK IN PROGRESS**  
**WATCH FOR FIRE!**  
**In case of FIRE call 911**

**Emergency Numbers:**  
Lehigh University Police 610-758-4200  
Facilities Services 610-758-3940

Supervisors shall return completed permit to:  
Facility Services  
681 Taylor Street  
Bethlehem, PA. 18015

Email to: [INRSE@Lehigh.edu](mailto:INRSE@Lehigh.edu)

**Hot Work Precautions Check List:** Complete prior to any hot work beginning in an area not designated for hot work. Check each box where the statement is true. If any statements are not true, then hot work should not begin until that issue has been safely resolved.

Type of Hot Work:  Soldering  Welding  Cutting  Roofing  Other \_\_\_\_\_

**Required Safety Precautions**

- Available fire suppression sprinklers, hose streams and fire extinguishers are in service/operable.
- Hot work equipment is in good working condition.
- Smoke / fire detectors in the immediate area of the hot work have been temporarily disabled until the hot work is complete.
- Building occupants have been protected or isolated from the hot work area.

**Requirements within 35 feet of Hot Work:**

- Flammable liquid, dust, lint and oily deposits removed.
- Explosive atmosphere in area eliminated.
- Floors swept clean.
- Combustible floors wet down, covered with damp sand or fire-resistive sheets.
- All wall and floor opening covered.
- FM Approved welding pads, blankets and curtains installed under and around work.
- Protect and shut down ducts that might carry sparks to distant combustible materials.

**Work on walls, Ceilings or Roofs**

- Construction is noncombustible and without combustible covering or insulation.
- Combustible material on other side of walls, ceilings or roofs is moved away.

**Hot Work on enclosed equipment:**

- Enclosed equipment cleaned of all combustible materials.
- Containers purged of flammable liquid/vapors.
- Pressurized vessels, piping and equipment removed from service, isolated and vented.

**Fire Watch is required during Hot Work and a minimum of 60 minutes following completion of work.**

**Fire Watch/Hot Work monitoring:**

A fire watch is needed for all hot work activities unless the hot work area has no fire hazards or combustible exposures. The fire watch must have fire-extinguishing equipment readily available and be trained in its use. They must also be familiar with the procedures for sounding an alarm in the event of a fire. The fire watch will watch for fires in the exposed areas and are responsible for extinguishing spot fires and communicating alarms immediately. The fire watch may be assigned other work duties while in the hot work area, however they need to be vigilant in watching for fires.

- Fire watch will be provided during and 60 minutes after work, including any break activity.
- Fire watch is supplied with suitable extinguishers, and where practical, a charged small hose.
- Fire watch is trained in use of equipment and in sounding alarm.
- Fire watch may be required in adjoining areas, above and below.
- Monitor the area for an additional (3) hours after the (60) minute fire watch.

**Other precautions taken:**

\_\_\_\_\_

**When work is completed:**

- Inspected work area and any potentially affected surrounding areas, for fire, fire damage, or potential for fire.
- Reactivated smoke/fire detectors and/or sprinklers that were disabled because of the hot work.

Supervisors Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Time \_\_\_\_\_

**This Permit is valid only for the date(s) issued**