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HOT WORK PERMIT PROCEDURES

Hot Work should not be performed if the work can be avoided or performed in a safer manner.

observed. The Hot Work Permit is valid only for the date(s) and time specified on the permit.

The duration of the fire monitoring period shall be specified by the individual issuing the Hot Work Permit in consultation with Appendix A of this program, developed from Global Property Loss Prevention Data Sheet 10 Hot Work Management.

EMERGENCY PROCEDURES

Should a fire or signs of a fire occur, the Fire Watch shall immediately contact Public Safety at x7210 or 51629-7210 to report the fire. Public Safety shall immediately activate the building fire alarm and contact 911 dispatch. Fire watch or other staff in the area may use a fire extinguisher if, in their judgment, it is safe to do so and they know how to use the extinguisher. Anyone serving as a Fire Watch must know how to use a fire extinguisher. However, at no point should any one place their life or safety in jeopardy for a fire.

Factors to consider in using a fire extinguisher:

- First, have you initiated the fire alarm or contacted Public Safety at 629-7210 so that back up help is on its way and others can begin to evacuate?
- Secondly, is there a safe exit behind you, so that if necessary, you can safely get away from the fire?
- Third, is the fire beyond the incipient stage? This means a fire large enough that it cannot be extinguished.

Appendix A— Hot Work Construction and Occupancy Matrix

Hot Work Permit Administrator shall use the matrix below to determine Post-Work Fire Watch and Fire Monitoring Periods and specify on Hot Work Permit. Contact EHS for any questions.

		Building Construction Factors					
		Non-Combustible Construction (eg concrete, brick)		Combustible Construction without concealed spaces (e.g. open wood frame walls (sheathed on one side), exposed wood joists, beams or trusses or non-FM approved insulated metal panels		Combustible construction with unprotected concealed spaces (e.g. enclosed wood frame walls sheathed on two sides, between ceilings and combustible floor or roof construction)	
		Fire Watch	Fire Monitor	Fire Watch	Fire Monitor	Fire Watch	Fire Monitor
Occupancy Factors	/						
	Essentially non combustible with any combustibles contained within closed equipment (e.g. mechanical rooms)	30 min.	0 hours	1 hour	3 hours	1 hour	5 hours