|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Work Location:** | | | | | | | | | **Date:** | | | | | | | |
| **Company:** | | | | | | **Time:** | | | | | | | | | | |
| **Description of Work:** | | | | | | | | | | | | | | | | |
| **Crew Assigned (Print Names):** | | | | | | | | | | | | | | | | |
| **Hot Work Inspection** | | | | | | | | | | | | | | | | |
| **Flammable/Combustible Material Check**  **Check Within 35 feet or 50 feet if elevated work in all directions; If YES then adequate controls must be in place.** | | | | | | | | | | | | | | | | |
|  | | **YES** | | | **NO** | **N/A** |  | | | | | | | **YES** | **NO** | **N/A** |
| Natural gas? ( piping, controls, or valves) | |  | | |  |  | Scaffolds? (wood planking) | | | | | | |  |  |  |
| Combustible Materials (Fiberglass, PVC, Wood, Paper, Plastic Rubber, etc.) | |  | | |  |  | Cutting Above or Near Rubber Belts? | | | | | | |  |  |  |
| Can Slag or sparks travel along structures to combustible materials? | |  | | |  |  | Gas cylinders? | | | | | | |  |  |  |
| Combustible Building Materials or Surfaces? (Floors, walls, roofs etc.) | |  | | |  |  | Garbage Containers? Do they have proper fire resistant lids, closed? | | | | | | |  |  |  |
| Open Holes in Work Area? (Walls, tanks, floors, etc.) | |  | | |  |  | Equipment Containing Combustibles? | | | | | | |  |  |  |
| Equipment Made of Combustible Material? (Scrubbers, pipes, etc.) | |  | | |  |  | Unprotected Electrical Cables or Trays? | | | | | | |  |  |  |
| Adjacent Areas Checked for Combustibles? (opposite side of walls) | |  | | |  |  | Chemicals, Oils, Greases, Paints, etc. | | | | | | |  |  |  |
| Mobile Equipment/Vehicles in the vicinity? | |  | | |  |  | Fire suppression system? (Sprinklers, heat sensors etc.….) | | | | | | |  |  |  |
| **Task Precaution Checklist** | | | | | | | | | | | | | | | | |
|  | | **YES** | | | **NO** | **N/A** |  | | | | | | | **YES** | **NO** | **N/A** |
| Trained to perform the work activity safely? | |  | | |  |  | ERT Notification Required? | | | | | | |  |  |  |
| Cutting / welding equipment in good repair? | |  | | |  |  | Emergency Procedures Reviewed - ERT? | | | | | | |  |  |  |
| Work area inspected and Drop Zone barricaded & tagged? | |  | | |  |  | Special PPE Requirements? | | | | | | |  |  |  |
| Fire Blankets / Fire Resistant Shielding Required? | |  | | |  |  | Fire extinguishers readily available?  Do you have the right extinguisher? | | | | | | |  |  |  |
| Proper personal protective equipment is in place P.P.E.? | |  | | |  |  | Screens have been installed to prevent arc flash to other employees? | | | | | | |  |  |  |
| **NOTE:** Employees performing a hot work activity must wear the appropriate PPE to protect themselves from heat, fumes, & harmful rays. Flame resistant or heavy cotton clothing must be worn, full length sleeves not rolled up, and gloves. | | | | | | | | | | | | | | | | |
| Lines or tanks purged/cleaned of flammables? | |  | | |  |  | If Yes Results of Testing: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ %LEL | | | | | | | | | |
| Is Atmospheric testing required? | |  | | |  |  | If Yes Results of Testing: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ %LEL | | | | | | | | | |
| **NOTE:** Electrodes are to be removed from holders and / or gas supply must be shut off when equipment is being left unattended. | | | | | | | | | | | | | | | | |
| **Production Supervisor or Operator Notified of Hot Work** | | | |  | | | | DATE/TIME | | | | | | | | |
| **Level 1 Inspection and Authorization:** | | | | | | | | | | | | | | | | |
| **Supervisor or Area Owner or U/G Dispatch** |  | | | | | | | | | | TIME | | | | | |
| **Employee** |  | | | | | | | | | | TIME | | | | | |
| **Fire Watch** |  | | | | | | | | | | TIME | | | | | |
| **Level 1 Final Check** | | | | | | | | | | | | | | | | |
| Upon completion of the hot work activity, **30 minutes** (minimum) of continuous monitoring by a fire watch shall be maintained to detect possible smoldering fires based on the hazards present. An additional period of **90 minutes** (minimum) intermittent post watch monitoring shall be performed and signed off by a Competent Person. | | | | | | | | | | | | | | | | |
| **Fire Watch performing continuous check:** | | |  | | | | | | | | | TIME | | | | |
| **Competent Person performing final check:** | | |  | | | | | | | | | TIME | | | | |
| **Level 2 Inspection and Authorization: (refer to Level 2 Hot Work Approval Matrix on back)** | | | | | | | | | | | | | | | | |
| **Management or designate approval as per Hot Work Approval Matrix:** | | | | | | |  | | | | | | | | | |
| **Supervisor or Area Owner or U/G Dispatch** |  | | | | | | | | | TIME | | | | | | |
| **Employee** |  | | | | | | | | | TIME | | | | | | |
| **Fire Watch** |  | | | | | | | | | TIME | | | | | | |
| **Level 2 Final Check** | | | | | | | | | | | | | | | | |
| Upon completion of the hot work activity, **60 minutes** (minimum) of continuous monitoring by a fire watch shall be maintained to detect possible smoldering fires based on the hazards present. An additional period of **60 minutes/1 hour** (minimum) intermittent post watch monitoring shall be performed and signed off by a Competent Person. | | | | | | | | | | | | | | | | |
| **Fire Watch performing continuous check:** | | |  | | | | | | | | | | TIME | | | |
| **Competent Person performing final check:** | | |  | | | | | | | | | | TIME | | | |

1. Prior to performing any hot work process (welding, cutting, grinding):
   1. **Level 1 Hot Work inspection and authorization;** 
      1. The area must be inspected by the employee performing the hot work and the fire watch.
      2. The permit is then signed off by the employee and the fire watch in the “Level 1” sign off section. ( Final fire watch name may be different depending on who is doing the intermittent watch)
   2. **Level 2 Hot Work Inspection and authorization;**
      1. Prior to Hot Work commencing the designated authorizer according to the Hot Work Approval Matrix has to sign off in the “Level 2” sign off section.
      2. The area is then inspected by the employee and the fire watch and the permit is signed off in the “Level 2” sign off.

**Level 2 Hot Work Areas Approval Matrix**

|  |  |
| --- | --- |
| Location | Procedure |
| Lube shed/Fuel Tanks | Worker and Supervisor complete permit. Requires approval from Mine/Surface Superintendent before proceeding. |
| Timber < 10 ft. away (Underground) | Worker and Supervisor complete permit. Requires approval from Mine Superintendent before proceeding. |
| Flammable storage areas (Underground) | Worker and Supervisor complete permit. Requires approval from Mine Superintendent before proceeding. |
| K1 Sheave Floors (Underground) | Worker and Supervisor complete permit. Requires approval from Mine Superintendent before proceeding. |
| Hoist Pits (Underground) | Worker and Supervisor complete permit. Requires approval from Shaft Superintendent before proceeding. |
| Polyethylene or PVC pipe (Underground) | Worker and Supervisor complete permit. Requires approval from Inflow/Surface Superintendent before proceeding. |
| Powder magazine (Underground) | Worker and Supervisor complete permit. Requires approval from Mine Manager before proceeding. |
| Conveyors and Conveyor galleries with combustible siding or  wood decking | Worker and Supervisor complete permit.  Requires approval from Surface Superintendent before proceeding. |
| Fiberglass Reinforced Plastic (FRP) Scrubbers | Worker and Supervisor complete permit.  Requires approval from Surface Superintendent |
| Rubber lined equipment –rubber lined tanks and pipes | Worker and supervisor complete permits. Requires approval from the Surface Superintendent |
| Reagent Area, Oxy Acetylene carts, Oxy acetylene tank/Propane Tank Storage Area, Red Oil Shed/Oil Shed (K1) | Worker and supervisor complete permits. Requires approval from the Surface Superintendent |
| Urethane roofing (entire site), Fiberglass shop behind warehouse (K1), Pallet storage Areas | Worker and supervisor complete permits. Requires approval from the Surface Superintendent |
| Urethane Screens | Worker and supervisor complete permits. Requires approval from the Surface Superintendent |
| Ammonia Systems | Worker and supervisor complete permits. Requires approval from the Surface Superintendent. |

