

[PTW Office use:]			
Permit Number:	Issued by:	Date:	PTW Signed:
Site Location			
Date Issued:	START OF 7-DAY DATE:	END OF 7-DAY DATE:	
Company Name:		Phone:	
		Email:	
Description of Work:			
Equipment Description/Asset Number:			
Permit to Work # (Underground Services/Electrical/Fire System Impairment)		This form must be used alongside the approved Mapi PTW	
Are other Permit Certificates Required? Yes ☐ No ☐ (Confined Space/Risk of a fall of 1.8m or more/Close approach to Electricity [Isolation])		Appropriate Certificates Obtained (attached) Yes ☐ No ☐ NA ☐	
Type of hot work: Heat Source ☐ Use of Open Flame ☐ Sparks ☐ Electrical Ignition Source ☐			
Tools Used: Gas Set		Tools Certified/Test and Tag? Yes ☐ No ☐	
Tenant notified (if applicable) Yes ☐ No ☐ NA ☐		Date Tenant Notified: 18/02/2016	
Tenant Permission if applicable (name and signature)			
Name of Fire Watch: (compulsory)		Traffic Management Plan Accepted Yes ☐ NA ☐	
Task Analysis Accepted ☐	Additional Controls (NB. Minor only permitted – where significant, documentation must be reviewed in full):		
Emergency Plan Accepted ☐			

Daily Site Inspections:

General Precautions: CHECK DAILY Prior to commencing Hot Work Only tick ✓ the Box or insert N/A when you are 100% Sure	D	a	D	a	D	a	D	a	D	a	D	a	Precautions within 10 metres of work: CHECK DAILY prior to commencing Hot Work. Only Tick ✓ the Box or insert N/A when you are 100% sure	D	a	D	a	D	a	D	a	D	a	D	a
	1	2	3	4	5	6	7		1	2	3	4	5	6	7										
Fire fighting equipment (including fire hoses) fit for purpose and readily available								All wall, floor, roof penetrations covered including risers																	
Has the automatic fire detection system been isolated (smoke/heat detectors) before work starts?								Containment of all sparks (e.g. Grinding, drilling, welding). Screens, fire blankets and barriers used																	
Operator aware of the exits and exits are not obstructed								Combustible surfaces swept, wetted down, covered with damp sand or metal or fireproof sheets																	
Cutting/welding equipment in good repair and fitted with flashback arrestors								Tanks, valves, vents and pipelines blanked off or effectively isolated.																	
Operator has tools and protective gloves on hand to close off the gas in an emergency?								Fire retardant sheets suspended under work area when working above																	
Is ventilation adequate?								Drains, pits, depressions checked, isolated and sealed																	
Operator and Fire Watch have been instructed on action to be taken in case of fire and how to call Fire Service.								Combustible and flammable liquids removed or made safe (protected with fireproof tarpaulins or metal shields)																	
Site of hot work isolated and roped off								Conveyors and waste extraction systems stopped																	
Wind direction suitable for hot work																									
Work on enclosed equipment: CHECK DAILY	1	2	3	4	5	6	7	Fire Watch: CHECK DAILY	1	2	3	4	5	6	7										
Equipment purged and cleaned of all combustibles								Supplied with appropriate fire fighting equipment																	
Fume extraction equipment available								Trained in use of equipment and sounding alarms																	
Adequate air flow through enclosed equipment to be provided while cutting and welding is done								Smoke detectors deactivated/covered																	
								Fireproof screens if applicable																	

PPE Required – the following PPE is required

Hot Worker's Initials – by initialling this Certificate I confirm that I have read and understood the Permit and this Certificate, and I have been given an opportunity to ask questions about the risks, hazards, and controls by the Permit Receiver.

Name

Initials

Date

Fire Watch - after completion of work – BY ENTERING: TIME - DATE AND SIGNING OFF DAILY, the Fire Watch confirms that the location where hot work has been carried out under this permit has been inspected during and 60 / 240 minutes after operation. No hot spots were detected that have the potential to ignite.

Day 1 Fire Watch Sign off Signature:
Time: Date:

Day 5 Fire Watch Sign off Signature:
Time: Date:

Day 2 Fire Watch Sign off Signature:
Time: Date:

Day 6 Fire Watch Sign off Signature:
Time Date:

Day 3 Fire Watch Sign off Signature:
Time: Date:

Day 7 Fire Watch Sign off Signature
Time: Date:

Day 4 Fire Watch Sign off Signature:
Time: Date:

NOTE: Renewal of a HOT Work Certificate requires 24 hours' notice in advance

- 1) HW Certificate is to be kept on hand at the place of where the HW is being done.
- 2) HW Certificates are not to be used as a blanket cover for other workers doing HW (ONE HW CERTIFICATE PER PERSON)
- 3) After the HW Certificate expires; after 7 days of issue the Certificate **MUST** be returned to place of issue.

Permit Issuer: Certificate returned and closed out

Sign

Date: