

Hot Work Permit

Hot work is any operation that generates heat, sparks, or open flame. This includes welding, soldering, cutting, grinding, torch applied roofing, and similar activities.

This permit is required to be submitted by the supervisor prior to the start of hot work in or around SFA buildings. A permit is not required when the work is conducted in designated shop or laboratory work areas designed for this type of work.

Please fill in all sections below and click the submit button to authorize the work and notify EHSRM.

Date: _____

Timeframe: _____

Location of the hot work (building & room number): _____

Employee name of person conducting the work: _____

Supervisor name: _____

Type of hot work:

- Welding
- Soldering
- Cutting
- Roofing
- Other (please describe in comments section below)

Comments:

Safety Checklist:

- Fire extinguisher available.
- Smoke and fire detection devices have been disabled until the work is complete.
- Area within 35 ft. of the work site has been swept to remove debris and any combustible materials have been moved or properly shielded from heat and sparks.
- Explosives, fuels, and compressed gas cylinders have been moved at least 50 ft. away from the work site or properly shielded from heat and sparks.
- A 1 hour fire watch will be provided when combustible materials are located within 35 ft. of the work site.
- Any disabled fire alarm devices will be reactivated upon completion of the hot work.
- I acknowledge that all necessary steps have been taken to prevent fire and accidental activation of the fire alarm. All work will be conducted in compliance with the SFA Hot Work Safety Program.

**Submit completed form by email to: safety@sfasu.edu
or deliver in person to the Safety Department at: 430 East Austin St.**