HOT WORK/WELDING PRECAUTION CHECKLIST

Date: __________  Start Time: _______  End Time: _______  (Upon completion of work)

Description of Work: ___________________________________________________________

Building: __________________________ Area/Room Number: ________________

Company: _________________ Supervisor/Responsible Person: _______________

Telephone Number: __________________________

Weston Fire Department Notified: Yes___ No___  Permit Issued: Yes___ No___

☐ The automatic sprinkler system and other fire safety equipment, if present, must be in service and fully operational.

☐ Provide fire extinguishers, blankets and all other necessary equipment

☐ The hot work equipment must be in good condition.

☐ Separate hot work operations from combustibles by at least 35 feet of open space to isolate fuels from sparks. Within the area:
  ○ Clear floors of dust, debris and grease or oils.
  ○ If the floor is made of combustible materials, it must be covered with a fire-resistant tarp.
  ○ Remove flammable liquids like paints, oils, and lacquers
  ○ Combustibles must be removed from the work area or covered with a fire-resistant tarpaulin. This includes storage or machinery with grease or lint deposits.
  ○ Cover all wall and floor openings.
  ○ Ductwork and duct openings are sealed with metal covers built for the vent, or covered with fire-resistant tarpaulins. Because ductwork can potentially circulate smoke and fire through a facility, it is best to shut the ventilation system down while the hot work is done. Caution must also be taken because, ductwork may be dusty and/or contain combustible insulation material.
  ○ If hot work is conducted near the ceiling, then fire-resistant tarpaulins should be suspended beneath the work to trap sparks.

☐ If hot work is to be done near a combustible wall, then it should be shielded from sparks.

☐ All doors must be closed to prevent sparks from escaping.

☐ For hot work on boilers and/or burners, use only qualified and trained professionals.

**Note: Hot work needs to be completed 30 minutes prior to quitting time and area checked by supervisor for any signs of smoldering fires or embers.

Signed by: ____________________________________________ Date: ______________

Responsible Party/Company

Fire Safety Officer Signature: __________________________ Date: ______________