

## Hot Work Permit Guidelines

### PURPOSE

The Hot Work Permit system is intended to ensure that individuals on FIU property are aware of the hazards associated with hot work and that they implement control measures to help mitigate them in accordance with the Florida Fire Prevention Code, NFPA 51B, OSHA 29 CFR 1910, Governor's Executive Order 2000-292, & ANSI Z49.1.

To establish hot work requirements that ensure all hazards are evaluated and the appropriate safety measures and controls are administered prior to and during any process that involves cutting, welding, thermite welding, brazing, soldering, grinding, thermal spraying, thawing pipe, installation of torch-applied roof systems or any other similar activity that has open flames or spark producing work capable of initiating fires or explosions.

The hot work permit also provides a step-by-step check list for hot work fire safety and serves as a reminder to Hot Work Operators (HWO) of their fire prevention responsibilities before, during, and after any hot work is conducted.

### SCOPE

This compliance guide shall cover provisions to prevent loss of life and property from fire or explosion as a result of hot work.

### APPLICATION

All FIU departments and contractors conducting hot work on FIU property are expected to follow the provisions of the hot work safety compliance guide and to ensure that all individuals conducting hot work operations have received the training necessary to perform hot work procedures in a safe manner.

### DEFINITIONS

**Hot Work:** defined as work involving burning, welding, or similar operation that is capable of initiating fires or explosions. **[NFPA 51B:3.3.2]**. Includes operations such as welding, brazing, cutting, grinding, soldering and thawing create heat, spark and hot slag that may ignite flammable and combustible materials in the area of hot work activities.

**Permit Authorizing Individual (PAI):** The individual designated by management to authorize Hot Work. **[NFPA 51B:3.3.5]**.

### EXEMPTIONS

This hot work permitting system shall not apply to the use of candles, pyrotechnics or special effects, cooking operations, or electric soldering irons. Additional requirements for hot work operations in confined spaces, and lockout/tagout procedures during hot work may apply.

## GUIDELINES

### How Does the Hot Work Permit System Work?

Before an individual can perform hot work at FIU, they will need to determine whether the Hot Work being performed is related to construction, renovations, and/or repairs that require a Building Permit. If so, then the individual seeking to perform hot work shall contact the FIU Building Department for further guidance. If not, the individual seeking to perform hot work shall contact the Department of Environmental Health & Safety (EH&S) for further guidance. The State Fire Marshal will review all submitted hot work requests and issue final approval.

The permit will be valid for a specified time period. The hot work operator may then perform the hot work following the precautions outlined within the permit. After the hot work is completed, the hot work operator returns the permit to EH&S for record retention.

### Can Hot Work Be Avoided?

Please consider alternatives to avoid hot work activities to minimize the risk of fire or explosion. You may be able to substitute hot work with other methods, however, always conduct a Job Safety Analysis and be careful not to introduce a new hazard. Below are some examples for your consideration:

| Instead of:                 | Use:                    |
|-----------------------------|-------------------------|
| Saw or torch cutting        | Manual hydraulic shears |
| Welding                     | Mechanical bolting      |
| Sweat soldering             | Screwed or flanged pipe |
| Torch or radial saw cutting | Mechanical pipe cutter  |

### When is a Hot Work Permit Necessary?

Hot Work Permits are required for all work involving burning, welding, or similar operations that are capable of initiating fires or explosions on Florida International University property.

### Where is a Hot Work Permit Necessary?

Hot Work Permits are required for each site where hot work will be performed on FIU property. A permit shall be issued per work site not per entity.

### Who Needs Hot Work Permits?

Hot Work Permits are needed for any individual who wishes to conduct work involving burning, welding, or similar operation that is capable of initiating fires or explosions.

### Who Issues the Hot Work Permit?

The Permit Authorizing Individual (PAI) issues Hot Work Permits.

### **How Long Is a Hot Work Permit Valid?**

The duration of a Hot Work Permit is determined on a case-by-case basis and is dependent upon the type of project and the type of Hot Work to be performed.

### **Should The Hot Work Permit Be Posted?**

Hot Work Permits do not need to be posted at the job site but should be accessible and available upon request by the Fire Prevention Officer or any authorized representative of the University.

### **Who Checks to See If the Hot Work Requirements Are Met?**

The hot work operator is ultimately responsible for conducting their Hot Work activities in a sound, fire-safe manner and following the precautions contained within the Hot Work permit. However, the Fire Prevention Officer or other authorized representative shall periodically check the work and job site to verify that the hot work operator is complying with the requirements of the Hot Work permit.

### **After the Hot Work is Complete ... Then What?**

Once a Hot Work permit has expired or when the Hot Work has been completed, the hot work operator or permitted individual shall return the completed Hot Work permit to EH&S.

For more information regarding this guide, contact the Department of Environmental Health and Safety at (305)348-2621.