EASTERN MICHIGAN UNIVERISTY

HOT WORK CHECKLIST

Date _____ W.O. #_____
Time Started _____ Time Finished_____
Building _____
Room # _____ Floor_____
Location on Floor _____
Nature of Job _____

____ Welding ____Brazing ____Soldering ____ Heating ____Grinding ____ Cutting ____Jet Torch ____Other

TYPE OF EQUIPMENT TO BE USED:

____ Electrical Arc
____ Grinding
____ Hot Iron
____ Open Flame Torch
____ Cutting
____ Other _____

REQUIRED PRECAUTIONS CHECKLIST

____ Sprinklers, fire hose, extinguishers are in service and are operational.
____ Hot work equipment is in good condition.
____ Appropriate PPE is worn.
____ Appropriate area shielding equipment is used.
____ DPS notified of work conducted 5pm-7am, weekdays and holidays.
____ Adequate ventilation available or provided.
____ Piping valved/blanked off.
____ Other precautions taken: _____
_____
_____
_____

FIRE SAFETY PRECAUTIONS

____ Flammable liquids, dust, lint, oil, deposits removed.
____ Explosive atmosphere in area eliminated.
____ Floors clean/clear of combustibles.
____ Combustible floors wet down, covered with fire-resistant material.
____ Remove combustible material where possible. Otherwise protect with fire resistive tarpaulins or metal shields.
____ All floor and wall openings covered.
____ Construction is non-combustible and without combustible covering or insulation.
____ Combustibles on the other side of the walls moved away.
____ Enclosed equipment cleaned of all combustibles.
____ Containers purged of flammable liquids and vapors.
____ Fire Watch if necessary (name):
_____
____ Fire Watch will be provided during and after work for 30 minutes, including coffee or lunch breaks.
____ Fire Watch supplied and trained in the use of extinguishers, hose, alarms, phone emergency numbers.
____ Fire Watch may be required for adjoining areas, above and below floors or obstructions.

I verify the above location has been examined. The precautions checked on the Required Precautions Checklist have been taken to prevent fire and permission is authorized for this work.

1. Checklist will be retained by worker(s) during job.
2. When job is completed, checklist will be returned to Worker's Foreman or DPS.
3. Checklist is good for one shift only.

Signed _____
employee

Completed Checklist Shall be Posted Outside Immediate Area