



Port of Seattle Fire Department

PROJECT/AREA - HOT WORK PERMIT

Company Issued: _____

Permit Number: _____

Date Issued: _____

Expiration Date: _____

Time: _____

Issued to: Name: _____
Phone: _____

Title: _____

E-mail: _____

Name: _____
Phone: _____

Title: _____

E-mail: _____

Location/Space: _____

Permit Issued for: Welding, cutting, grinding, torching, and soldering.

Permit Conditions: *** SEE REVERSE SIDE FOR CONDITIONS OF USE ***

Notification: The Project Superintendent shall notify the Fire Prevention Inspector if transferred or removed from construction project for any reason (vacation, injury). Name, phone number, and e-mail of the new Project Superintendent shall be forwarded to the Fire Prevention Inspector.

Print Name: _____
(Superintendent)

Signature: _____
(Superintendent)

Issued by: _____
(Fire Prevention Inspector)

(Cell Phone)

(E-mail)

Port of Seattle Fire Department
2400 South 170th Street
Seattle, WA 98158
Fire Prevention: (206) 787-5327
Fire Dispatch: (206) 787-5380



Port of Seattle Fire Department

CONDITIONS FOR HOT WORKS

Hot Work Permits issued for more than 24-hour duration by the Port of Seattle Fire Department shall require a Daily Pre-Hot Work Checklist completed and kept on individual performing hot works, turned into Project Superintendent at end of day and filed. For data collection at end of project or year, the total of hot work activities will be provided to the Fire Department.

The Area/Project Permit is valid only to the listed Superintendent for the identified area/project, if work area changes locations or changes Superintendents you will need to contact assigned Fire Inspector for new permit. Fire Inspector and Project Superintendent will jointly review each location.

Individuals conducting hot works shall not perform Pre-Hot Work inspection form. For each person performing hot work, the area shall be inspected by the Project Superintendent or identified competent person, supervisor of company performing hot work or safety rep/fire watch activity using pre-hot work checklist.

The Project Superintendent, safety or designated person should perform random audits of hot work activity.

The Project/Area Superintendent shall be responsible to collect daily Pre-Hot Work Checklists and monitor hot work activity and fire watch requirements.

Hot Works are not allowed in the following situations:

- a. In sprinklered buildings while such protection is impaired or out of service, unless a designated fire watch is posted for each hot work operator. Coordinate with the Fire Department.
- b. In the presence of explosive atmospheres (mixtures of flammable gases, vapors, liquids or dusts with air).
- c. Over operating conveyors.

The Fire Department, Port Safety, and Port Construction Inspectors will perform random site visits; if conditions of permit are not adhered to, hot work permit for area or entire job may be revoked until corrective action are made.

Other Considerations:

- A. If detectors (UVIR, Smoke) are covered to prevent alarms, covers must be removed at end of workday.
- B. If hot works is near ventilation systems coordinate with your Port Construction Inspector.
- C. Coordinate with Fire Inspector for any hot works on the roof.
- D. Coordinate with Fire Inspector for any hot works on the ramp.
- E. Hot works in confined space must be coordinated with Port Construction, Safety and Fire Inspectors

Questions or concerns contact your assigned Fire Inspector



Port of Seattle Fire Department

Daily Pre-Hot Work Checklist

Date: _____ Time: _____ Location/Space Hot Work: _____

Company Name: _____ Name Performing Checklist: _____

Check all that Applies: Hot work operator shall not fill out Pre-Hot Work Checklist.

Required Precautions

Y N/A

☐ ☐ Extinguishers are operable and fully charged. 2-A: 20-B:C min. size

☐ ☐ Hot Work equipment in good working condition

Requirements 35' from Hot Work

Y N/A

*To determine fire watch requirements

☐ ☐ *Floors swept clean, remove or shield combustibles using approved welding fire blankets or curtains.

☐ ☐ *Isolate or remove potential sources of flammable gas, ignitable liquid or combustible dust/lint.

☐ ☐ Shut down ventilation and conveying systems (Contact Port Inspector).

☐ ☐ *Remove combustibles and consider second fire watch on opposite side of floor, wall, ceiling or roof when openings exist, or thermally conductive materials pass through.

Hot Work on/in Closed Equipment, Ductwork and Piping

Y N/A

☐ ☐ Contact Fire Prevention prior to all hot work performed on/in closed equipment, ductwork and piping.

Hot Work on Ramp

Y N/A

☐ ☐ No hot work within 50 feet aircraft, all hot work must cease when aircraft is fueling within 100 feet.

☐ ☐ All Hot works visible from or on ramp needs appropriate shielding (fire blankets or fire umbrellas) to prevent UVIR activation. If not possible, contact Fire Prevention Division to identify UVIR'S to cover
(206) 787-5327

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Daily Pre-Hot Work Checklist - Continued

Elevated Hot Work Areas

Y N/A

- ☐ ☐ All elevated hot works producing sparks/slag shall require a **designated** fire watch and shall be maintained during all breaks.
- ☐ ☐ Elevated hot works requires inspection of space below.
- ☐ ☐ If sparks/slag fall, space below shall be cordoned off to protect other workers.

Fire Watch/Fire Monitoring the Hot Work Area

Y N/A

- ☐ ☐ Perform a continuous fire watch during hot works and breaks.
- ☐ ☐ *30-minute post hot work fire watch if 35' requirements met.
- ☐ ☐ *60-minute post hot work **designated** fire watch if 35' requirements not met.
- ☐ ☐ Fire watch complete @ ____: ____

Fire Watch Requirements and other Considerations

A designated fire watch is required when the 35' requirement is not met or required by the Fire Department, this shall be an individual whose sole responsibility is to be on guard of potential fires and/or hazards, stopping operations if any hazardous condition is found and is prepared to operate a fire extinguisher in case of a fire and to immediately call 911.

- A. If detectors (UVIR, Smoke) are covered to prevent alarms, covers must be removed at end of workday.
- B. If hot works is near ventilation systems coordinate with your Port Construction Inspector.
- C. Coordinate with Fire Inspector for any hot works on the roof.
- D. Coordinate with Fire Inspector for any hot works on the ramp.
- E. Hot works in confined space must be coordinated with Port Construction, Safety and Fire Inspectors