



Fact Sheet

Standard: **Hot Work**

Operations that create a spark or flame such as welding and soldering are referred to as hot work. Special precautions are necessary to perform hot work safely. Hot work procedures must be understood by operators and building managers and all occupants should be familiar with basic safe work practices. Harvard EH&S has developed a Hot Work Standard.

Roles and Responsibilities

Employee:

- Use equipment safely
- Alert affected employees of hot work activities being conducted in their area
- Ensure hot work activities are conducted in compliance with the Standard
- Obtain a completed Hot Work Permit from their supervisor
- Obtain approval from Permit Authorizing Individual (PAI) for that facility before commencing hot work activities
- Cease operations if unsafe conditions arise
- Have a fire extinguisher readily available
- Complete hot work training prior to conducting any hot work activities
- Wear required personal protective equipment

Fire Watch:

- Alert affected employees of hot work activities
- Ensure safe work practices are maintained during hot work operations
- Stop work if the hot work operations become unsafe
- Have a fire extinguisher readily available
- Be familiar with the facility's procedures for sounding an alarm
- Activate the facility alarm if a fire starts
- Extinguish small fires if it is safe to do so

Facility Manager:

- Authorize University hot work permits for their building
- Coordinate fire protection system shut down with the contractor and the Campus Services FMO fire safety group

Major provisions of the Standard

- Fire and explosion prevention
- Storage of compressed gas cylinders
- Personnel protection
- Health protection & ventilation

Discussion points

- How long must Fire Watch monitor after operations have stopped?
- Is lighting a torch with a match or lighter safe?
- Do you remove electrodes from holder when not welding?