

HOT WORK PERMIT STOP!

Avoid hot work or seek an alternative / safer method. If possible

A hot work permit system is used to help control the risk of fire .At FPCL, a Hot Work permit is required when:

- Your work involves the use of, or May result in, an open flame, sparks or heat (hot enough to ignite nearby materials)- those jobs typically involve brazing, metal cutting, grinding, soldering or welding and
- Your work is performed at one of our sites(including Narain Jetty ,Lautoka or on a vessel berthed at one of our wharves: and
- Your work is not performed in a designated area set aside specifically for hot work (such as our Engineering work shop or port infrastructure project site).

Instruction for the person who will be performing the work

1. Fill out the work permit form
2. Notify the relevant FPCL operations Supervisor of the area where the work is to take place.
3. If the work is on vessel, obtain the approval of the vessel's master.
4. FPCL safety officer to approve/sign permit.
5. Ensure that all the required precaution specified on the checklist is complied with.
6. Display the hot work permit while the work is performed and don't remove until the fire watch is over
7. Notify the relevant FPCL Operational representative for the area where the work is to take place

Hot Work Under Taken By:

FPCL Employee:	
Contractor Company :	
Employment No.	
Date:	
Work Location/Building and floor/Wharf/Vessel's Name:	
Identify object/ Specific Location:	
What specific type hot work operation will be done <input type="checkbox"/> Gas Cutting <input type="checkbox"/> Cut off saw <input type="checkbox"/> Grinding Arc Welding <input type="checkbox"/> Soldering <input type="checkbox"/> Brazing <input type="checkbox"/> other	
FPCL Contact :Name and Contact Number :	
What Level of qualification or competence does the person performing the operation hold?	
Name (Print) and Signature of person performing /Supervising hot work. (if a supervisor is signing , a list of individuals who will be conducting the hot work is to be included with permit)	
Name: _____	
Signature: _____	
Trade Persons contact Number/Radio Channel:	

Y	N/A	Requested Precautions Checklist
		The fire pump is in operation and switched to automatic
		Control vessels to water supply for sprinkler system are open
		Hose streams and extinguishers are in service /operable
		Hot work equipment in good working condition
Y	N/A	Requirements within 35 ft.(11m) of hot work
		Ignitable liquid, dust ,int and oily deposits removed.
		Explosive atmosphere in area eliminate
		Floor swept clean
		Combustible floor wet down, covered with damp sand or fire – resistive sheets

		Remove other combustible material where possible
		Otherwise, protect with AS/NZS approved welding pads, blankets and curtains, fire resistive tarpaulins or metal shields
		All wall and floor opening covered
		AS/NZS approved welding pads blankets and curtains under and around work.
		Protect or shut down ducts and conveyors that might carry sparks to distant combustible material.
Y	N/A	Hot Work on walls, buildings ceilings or roofs
		Construction is non- combustible and without combustible covering or insulation
		Combustible material on other side of walls, ceilings or roofs is moved away.
		Heat smoke detectors have been disabled in the area for the period of hot work activity.
		Heat/smoke detectors will be enabled in the area post hot work activity by FPCL contact:
Y	N/A	Hot work on enclosed equipment
		Enclosed equipment cleaned of all combustible material
		Containers purged of ignitable liquid/Vapor
		Pressurized vessels, piping and equipment removed from service, isolated and vented.
		Environment
		All drains within the catchment area of ho work have been identified and secured.
Y	N/A	Cargo Areas – Terminal /Multi- Cargo
		All contained D.G, including containers have been risk assessed regarding proximity
		All D.G containers are clear of any sparks, slag and/ or any substance that may create an ignition source.
		Area has been blocked to/cleared of all vehicle traffic
		Area will be unblocked by FPCL Contact:
		All non- essential personals have been cleared from the area that may be affected by arc flash
		Appropriate screens have been erected to protect any machine with line of site from arch flash
		Risk assessment have been completed for work activity that is required to take place in the vicinity of hot work.

Y	N/A	Under Wharf Work
		Escape route planned. Fire Watch in place as required
		Fire Blanket over fuel tank .Fire Extinguisher available at all times –minimum 4.5kg
Y	N/A	Fire Watch/ Hot Work Area Monitoring
		Fire Watch must be provided during hot work activity including any break times. On completion of activity fire watch must be continued for ___ Minutes. Tradesman/Forman:
		Fire Watch keeper is supplied with suitable extinguisher and where practical, a charged small hose
		Fire Watch keeper is trained in use of equipment and in sounding alarm
		Fire Watch will be stationed in adjoining areas ,above and below if required

		Hot Work on vessel
		The risk assessment has been completed as per requirements of ISM/SSM code
		Ensure that bunkering operations are not taking place
		Other vessel operations that effect environmental atmosphere ie. Dusty Cargo.
		Vessel risk assessment has been attached.

Other Precautions taken:

If the Hot work is on a vessel the master of the vessel must approve the work and risk mitigations before the FPCL Authorized Officer can approve and sign the permit

Vessel Name:
Vessel Location:
Name(Print):
Name (Print) and signature of Master of vessel :

PERMIT APPROVAL

Name (Print) and Signature of FPCL Duty Authorized Officer:		
Permit Authorized	Date:	Time: am / pm
Permit Expires	Date:	Time: am/pm

COMPLETION OF HOT WORKS

- Inspected work area, and any potentially affected surrounding areas, for fire, fire damage, or potential for fire.
- Reactivated smoke / fire detectors that were disabled because of the hot work.

I verify that the above location has been examined and the necessary precautions have been taken to prevent the outbreak of fire due to Hot Work.

Employee Signature (Closed): _____ Date: _____ Time: _____

Supervisor Signature: _____ Date: _____ Time: _____

This Permit is valid only for the day issued