

HOT WORK/WELDING PRECAUTION CHECKLIST

Date: _____ Start Time: _____ End Time: _____ (Upon completion of work)

Description of Work: _____

Building: _____ Area/Room Number: _____

Company: _____ Supervisor/Responsible Person: _____
Telephone Number: _____

Weston Fire Department Notified: Yes ___ No ___ Permit Issued: Yes ___ No ___

- The automatic sprinkler system and other fire safety equipment, if present, must be in service and fully operational.
- Provide fire extinguishers, blankets and all other necessary equipment
- The hot work equipment must be in good condition.
- Separate hot work operations from combustibles **by at least 35 feet** of open space to isolate fuels from sparks. Within the area:
 - Clear floors of dust, debris and grease or oils.
 - If the floor is made of combustible materials, it must be covered with a fire-resistant tarps.
 - Remove flammable liquids like paints, oils, and lacquers
 - Combustibles must be removed from the work area or covered with a fire-resistant tarpaulin. This includes storage or machinery with grease or lint deposits.
 - Cover all wall and floor openings.
 - Ductwork and duct openings are sealed with metal covers built for the vent, or covered with fire-resistant tarpaulins. Because ductwork can potentially circulate smoke and fire through a facility, it is best to shut the ventilation system down while the hot work is done. Caution must also be taken because, ductwork may be dusty and/or contain combustible insulation material.
 - If hot work is conducted near the ceiling, then fire-resistant tarpaulins should be suspended beneath the work to trap sparks.
- If hot work is to be done near a combustible wall, then it should be shielded from sparks.
- All doors must be closed to prevent sparks from escaping.
- For hot work on boilers and/or burners, use only qualified and trained professionals.
****Note: Hot work needs to be completed 30 minutes prior to quitting time and area checked by supervisor for any signs of smoldering fires or embers.**

Signed by: _____ Date: _____
Responsible Party/Company

Fire Safety Officer Signature: _____ Date: _____