



**Hot work permit form**

This form is for Facilities Development and Management, research and shop area hot work activities outside designated hot work areas. Contractors must [complete the Capital Programs Management Group hot work permit](#).

**Issued by**

Printed name \_\_\_\_\_ Signature \_\_\_\_\_

**Permit duration**

Project name \_\_\_\_\_ Days \_\_\_\_\_ Weeks \_\_\_\_\_ Months \_\_\_\_\_

Issued to: \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Campus location: \_\_\_\_\_ Downtown Phoenix \_\_\_\_\_ Tempe \_\_\_\_\_ Polytechnic \_\_\_\_\_ West Valley

Building: \_\_\_\_\_ Room: \_\_\_\_\_

	Yes	No	Not applicable
All movable fire hazards in the vicinity have been taken to a safe location.			
All on-site contractors have been advised of unknown flammable material or hazardous conditions.			
Areas adjacent to affected walls are checked for combustibles, and any combustibles are removed or protected.			
Cutting or welding permitted in the area is firesafe.			
Combustible floors are kept wet, covered with damp sand or protected by fire-resistant shields.			
Dust and conveyor systems that might carry sparks to distant combustibles are protected or shut down.			
Fire extinguishers are available for immediate use — 2A: 20BC minimum.			
A fire watch is established for areas around combustible material.			
If combustible material is on the floor, the floors are swept clean in a 35-foot radius.			
Floor and wall openings, cracks, open doorways and windows should be protected or closed.			

Guards are used to contain the heat, sparks and slag if fire hazards cannot be removed.			
The cutter or welder is trained in the safe operation of equipment and the safe use of the process.			

**Welding or cutting containers**

Yes	No	Not applicable	
			A confined space permit has been issued per <a href="#">OSHA 1910.146</a> , if applicable.
			All pipelines or connections to containers are disconnected or blanked off — the opening is covered with a blank.
			Appropriate ventilation is provided.
			Containers are thoroughly cleaned and ventilated.
			Hot metal warning signs are posted to warn others.

**When work is completed**

Yes	No	Not applicable	
			Smoke and fire detectors have been reactivated if they were disabled for hot work.
			The work area has been inspected for fire sources, damage or potential.

I verify that the above location has been examined and necessary precautions have been taken to prevent a fire outbreak due to hot work.

\_\_\_\_\_  
Employee signature, issued Date Time

\_\_\_\_\_  
Supervisor signature, issued Date Time

\_\_\_\_\_  
Employee signature, closed Date Time

[Email ASU Environmental Health and Safety](#) or call 480-965-1823 with questions or more information.

**Note:** Welding or cutting is only done in management-authorized areas. No welding or cutting is allowed in buildings where the sprinkler system is impaired in explosive atmospheres or readily ignitable material storage areas.