

Hot Works Checklist
 Date: 30th March 2020
 Issue: 1



The following checks should be carried out by the hot work operative at the hot work site prior to commencing hot work. The person carrying out these checks should tick the appropriate boxes, and then return the Checklist to the Hot Work Permit Issuer.

ISSUING COMPANY		PERMIT NUMBER	
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GENERAL

Wherever practicable the use of hot work should be avoided, and a safer way employed. If you cannot comply with the following point do not go ahead with the hot work.

FIRE PROTECTION:

Where sprinklers are installed, they are operative. (In sprinklered premises, hot work should not be carried out when the water supply to the sprinkler system is shut off.)	<input type="checkbox"/>
Where an automatic fire detection system has been installed, it will be kept operative. Only the zone where the hot work is being carried out will be isolated for the period whilst hot work is in progress.	<input type="checkbox"/>
A trained person not directly involved with the work will provide a continuous fire watch during the period of hot work. Following completion of each period of work, the continuous fire watch will remain in place for at least 60 minutes, with further checks at regular intervals up to 180 minutes, or a period as determined by the fire risk assessment, after completion to ensure that the working area and all adjacent areas, including the floors below and above, and areas on the other side of walls, screens, partitions and above false ceilings, are free of smouldering materials and flames.	<input type="checkbox"/>
At least two appropriate extinguishers are immediately available. The personnel undertaking the work and providing the fire watch are trained in their use.	<input type="checkbox"/>
Personnel involved with the work and providing the fire watch are familiar with the means of escape and method of raising the alarm/calling the fire brigade.	<input type="checkbox"/>

PRECAUTIONS WITHIN 10 METRES (MINIMUM) OF THE WORK AREA:

Combustible materials have been cleared from the area. Where materials cannot be removed, protection has been provided by non-combustible or purpose-made blankets, drapes or screens.	<input type="checkbox"/>
Flammable liquids have been removed from the area.	<input type="checkbox"/>
Floors have been swept clean. Combustible floors have been covered with overlapping sheets of non-combustible material or wetted and liberally covered with sand. All openings and gaps (combustible floors or otherwise) are adequately covered.	<input type="checkbox"/>
Protection (non-combustible or purpose-made blankets, drapes or screens) has been provided for: <ul style="list-style-type: none"> • walls, partitions and ceilings of combustible construction or surface finish; and • all holes and other openings in walls, partitions and ceilings through which sparks could pass. 	<input type="checkbox"/>
Where work is being carried out on building panels, an assessment has been made of insulating or other materials behind or forming the core of the panels.	<input type="checkbox"/>
Combustible materials have been moved away from the far side of walls or partitions where heat could be conducted, especially where these incorporate metals.	<input type="checkbox"/>
Enclosed equipment (tanks, containers, dust collectors etc.) has been emptied and tested, or is known to be free of flammable concentrations of vapour or dust.	<input type="checkbox"/>

EQUIPMENT:

Equipment for hot work has been checked and found to be in good repair. Gas cylinders have been properly secured.	<input type="checkbox"/>
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SIGNED		BLOCK CAPITALS	
DATE			



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 Westcliff Rugby Football Club Limited, Registered in England No. 531 343
 Community Amateur Sports Club

