



GYC Hot-work permit

Hot-work permits are required for any operation involving open flames or producing heat and/or sparks and must be prepared by a competent person. Hot works include brazing, torch cutting, grinding, soldering and welding.

Location			Equipment used					
Date(s) of works		between	hrs	and		hrs		
Precautions to be taken						Yes	No	N/A
Hot work must cease at least one hour before leaving the Club. Areas where hot works have been carried out should be checked immediately before leaving the club.								
Suitable personal protective equipment (PPE) must be worn when carrying out hot works.								
All cylinders must be transported and secured upright .								
Valves and hoses must be in good condition.								
All cylinders must have flashback arrestors fitted.								
When not in use, cylinders must be shut off and returned to store.								
LPG cylinders must not be left in a Club building overnight.								
Arc welding equipment will comply with current standards.								
Spent welding rods must be immersed in a bucket of water.								
Minimum radius of hot work must be 2 m from other persons working. Screens should be erected if needed.								
Where hot works are required adjacent to combustible material, a fireproof protective mat should be placed between the material and the heat source during the hot works. (Check both sides of partition walls to ensure that heat has not been transferred by conduction to combustible materials.)								
Work areas to be kept tidy and free from combustible materials.								
Permit holder must remain in the area for 15 minutes after completing work to ensure there is no hot-spot residue.								
- Permit holders carrying out hot work must:						Yes	No	N/A
understand the permit conditions and the fire and safety precautions								
be in possession of a permit at all times								
immediately report any hazard likely to affect the fire and safety precautions								
ensure satisfactory access to and egress from the work area.								
Additional precautions:								
Confirmation by Permit Holder: I understand the precautions to be taken in carrying out the hot works and confirm that the precautions specified above will be complied with.								
Name		Position		Signature		Date		
Permit Issuer's authorization: I certify that the above work can commence with the precautions listed above.								
Name		Position		Signature		Date		
Cancellation of permit by Permit Holder: <i>(Note: hot works must cease at least one hour before leaving the club.)</i> I confirm that the work has been completed and the area has been checked and is safe.								
Name		Position		Signature		Date		