# Hot Work Permit

**Contractor’s Company Name**

**Describe proposed Hot Work**

**Exact Location of Hot Work**

## CHECKLIST

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
<th>N/A</th>
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- Appropriate extinguisher is on hand
- Location of nearest break-glass alarm is confirmed
- Location of nearest fire hose reel is confirmed
- Fire detection system isolation has been organised
- All flammable materials have been removed
- Combustible materials on other side of wall removed
- Material that cannot be removed has been shielded
- Cutting/welding/grinding gear is in good order
- Operators are experienced
- All necessary personal protective equipment is on hand
- Ventilation is adequate
- Spark/flash screens are in place
- Worksite and areas below have been fenced off
- Fire watch will be conducted for 60 minutes after hot work
- Monitored smoke detection is installed in the hot work area

I confirm that all equipment and work methods comply with all applicable regulations, industry codes and Australian Standards

**Name of Contractor’s Supervisor**

**Signature**

**Date**

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## NOTE: WORK CANNOT START UNLESS AUTHORISED UNDER THIS SECTION!

### Hot Work Authorisation

I have inspected the worksite and confirm the precautions above are in place and the site is safe for the hot work to proceed

*Note: the validity of a permit cannot extend beyond a single day*

**Permit valid from**

**Name of Facilities Services Representative**

**Signature**

**Date**

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### Hot Work Completion

I have inspected the worksite and confirm the work is completed and the site is safe

**Name of Facilities Services Representative**

**Signature**

**Date**

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Warning – Uncontrolled when printed! The current version of this document is kept on the University website.

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<td>Review Date:</td>
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<td>31/12/2024</td>
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