	Al Qana Property Management **HOT WORK PERMIT**	DOC. REF. NO.	HSE- AQPM- PTW-HWP-001 (REV-00)
		REVISION / ISSUE	0
		DATE	11-Aug-21

This hot work permit is required for any temporary operations involving open flames or producing heat and/or sparks.
This includes but is not limited to: Cutting, Grinding, Soldering, Thawing Pipe, hammering in fire hazard area and Welding

SECTION 1 – Specification of Work (Filled by Responsible Person/ Activity Engineer or Supervisor)

Area		Start time	
Job #		Start Date	
Job Performer		Finish Time	
Phone		Finish Date	
Department		Work Order #	

SECTION 2 – Performance of Work (Filled by Responsible Person/ Activity Engineer or Supervisor)
(Use These Questions When Assessing the Risks – Use N/A if Not Applicable)

A. Type of work (Tick Where Applicable)

Welding	
Cutting	
Grinding	
Soldering	
Brazing	
Others	

B. Hazards Identified

Combustible materials and flammable materials at least 11 meters away	
If not, prewetting done	

C. Welfare

	Yes	NO
Welfare Facilities near		
Water available near		
Drinking bottle available		

D. Work Site Precautions

	Yes	NO		Yes	NO
Welders (Competent)			Adequate lighting / illumination		
Trained Fire Watcher			Suitable Access and Egress		
Fire Extinguisher			Fire Blankets		
Signs, Barricading & Barriers			Compressed gass closed when not in use		
Exhaust Ventilation			Guages & hoses in good condition		

E. Personnel Protection & Safety Equipment

	Yes	NO		Yes	NO
PPE-Helmet, boots, Safety Glasses			Hearing Protection		
Gloves			Safety Harness		
Goggles			Dust Masks		
Face Shield			Welders flip-up shield		
Welders Suit			Air Hood		

SECTION 3 - RESPONSIBLE PERSON (Activity Engineer or Supervisor) **must be signed before work commences**

I accept this Permit, agree to be bound by the conditions detailed above and the associated procedure(s), and accept responsibility as the person directly in charge of the work.
I have read the Activity Method Statement & Risk Assessment and Procedure, prepared the JSTI and communicated it to my crew, and have observed the risk controls in place.

Responsible Person (Activity Engineer/Supervisor)		**Signature**		**Date:**	
				Time:	

SECTION 4- ISSUING AUTHORITY (IA) **must be signed before work commences**

I have checked that the work requirements and precautions have been identified by the **Responsible Person (RP)** and authorize the work to proceed

Approved start of work: **Date:** ___/___/____ **to** **Date:** ___/___/____
Time: _____:____ **hrs** **to** **Time:** _____:____ **hrs**

Name (IA): **Signature:**

SECTION 5- COMMITMENT - JOB PERFORMER JP **must be signed before work commences**

I declare that all requirements are in place and all required tests are done (if required) before work commence.

Job Performer		**Signature**		**Date:**	
				Time:	

SECTION 6 – PERMIT REVALIDATION

	Name	1st	2nd	3rd	4th	5th	6th	7th
Date								
Responsible Person								
Issuing Authority								

SECTION 7 - COMPLETION, SUSPENSION OR CANCELLATION of WORK

All work associated with this Hot Work Permit has been: ☐ COMPLETE ☐ CANCELLED ☐ SUSPENDED

The work area and adjacent areas have been inspected after completion of the work and all hazards have been made safe: ☐ YES ☐ NO

Additional Comments :

Responsible Person	**Signature**	**Date of Completion:**	**Time:**

Note: This permit is automatically suspended in cae of emergency, at the end of the date and time, or if the conditions mentioned in this permit change. On suspension, the permit must be returned to the permit office.

Validity of this permit will be 12 hours shift, permit shall be revalidated in the next day – Day & Night shift shall obtain separate permits.
Original: Worksite Second Copy: HSE (Black & White Copy is not accepted)