



In case of Emergency Call:  
760-476-2202

HOT WORK PERMIT



Local regulatory requirements will govern if more stringent than those spelled out in this permit. The work governed by this permit must stop if the permit conditions are no longer met. This permit is only valid when all appropriate sections are completed and signed by the appropriate individuals up to and including hand-over (Section 4).

Determine if hot work can be avoided and alternate work methods can be used prior to completing the hot work permit.

When possible, hot work "in-place" should be avoided and work should be completed in a designated hot work area (e.g. welding booth).

Section 1 General Information

This permits is linked to:

General Work Permit or **No.** _____

An SOP or other written work instruction **Reference:** _____

Work Order or/and Equipment Specific Procedure number: (if applicable) _____

Hot Work Permit Requested by: (name & company:) _____ On: (date) _____

Hot Work Permit valid from: (date & time) _____ To: (date & time, max. 12 hours/1 shift) _____

Plant/ department/ area/ installation/ equipment: _____

Work description:
(What tools/ Practices are to be used during the hot work activity? E.g. Cutting, grinding, brazing, welding, soldering and the torch application of materials)

Section 2 Scope of Work – Potential Hazard & Mitigation

Section 2a Fire System

All fire detection systems, (smoke/ heat detection) and/or hand pull stations operational? Yes No ➔ ***Complete "Fire protection systems" impairment permit**

*(isolating/masking one or two detection points in a localized area for one shift or less is permitted.

All Hose streams, Hydrants, Sprinkler System and/or extinguishers are in service /operable? Yes No ➔ ****Hot Work Permit not to be issued**

*** NOTE:** See Fire System Impairment SOP for more information on requirements.

****Exception:** See SOP for more information. If permit is required, complete "Fire Systems Impairment" permit, notify Facilities and EHS. Explain exception below:

Section 2b Scope of Work – Hot Work Severity Class

| | |
|----------------|--|
| Class 1 | <ul style="list-style-type: none"> Work creating sparks or using open flames (e.g. Cutting, grinding, brazing, welding, soldering and the torch application of materials) <input type="checkbox"/> Yes => Fire watch mandatory |
| Class 2 | <ul style="list-style-type: none"> Using non-flame or non- sparking tools and equipment. Taking non-rated or non-intrinsically safe equipment into the area (such as drills, saws, soldering guns, cell phones, cameras, etc). Opening an electrical barrier in the rated area. Work conducted in EX rated areas <input type="checkbox"/> Yes => Fire watch optional |

Section 2c Potential Hazard Identification

What are the hazards associated with the hot work activity. (Check all that apply)

| | |
|--|---|
| <input type="checkbox"/> Explosive or flammable atmosphere in/near work area | <input type="checkbox"/> Site utility Interruption/shut down |
| <input type="checkbox"/> Flammable/combustible material around work area | <input type="checkbox"/> Spark or slag generation requiring PPE or barriers |
| <input type="checkbox"/> High noise in area (communication/audible alarm impact) | <input type="checkbox"/> Torch applied roof work |
| <input type="checkbox"/> Process equipment near work area | <input type="checkbox"/> Torches to dry wet areas on membrane roofs |
| <input type="checkbox"/> Shared work area/traffic | <input type="checkbox"/> Working at heights required |
| <input type="checkbox"/> Confined Space Entry required | |

Describe Other Hazards: _____

Section 2d Hot Work Risk Assessment/Mitigation

Designate controls/mitigation below based on job/task hazards. All "NO" responses require explanation in section below.

| Hot Work Equipment | Yes | No | NA | Work on Walls or Ceilings | Yes | No | NA |
|--|--------------------------|--------------------------|--------------------------|---|--------------------------|--------------------------|--------------------------|
| 1. Equipment in good condition? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 15. Construction/walls are noncombustible? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Equipment placed safely? (stability, distance) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 16. Combustibles on other side of wall moved away? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Requirements within 35' (11m) of Work | Yes | No | NA | Fire Watch/Emergency Equipment | Yes | No | NA |
| 3. Flammable materials removed (liquids, dust, oil,etc) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 17. Fire watch required for adjoining areas (above/below)? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Combustibles removed from area? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 18. Fire extinguisher available (min 10lbs/6kg ABC, BC, D)? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Fire resistant blankets/shields positioned correctly? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 19. Fire watch supplied with firefighting equipment? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Floors swept clean? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 20. Fire watch trained in use of equipment & sounding alarm? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. All wall/floor openings covered? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Equipment/Piping/Installations | Yes | No | NA |
| 8. All floor drains, cracks, and holes sealed or covered? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 21. Lock Out/Tag Out required? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Surrounding area required to remain wet? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 22. Lock Out/Tag Out procedure or permit available? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Physical barriers placed around HW hazard zone? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 23. Work on enclosed equipment? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Heat will not be conducted via metal structure? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 24. Enclosed equipment cleaned of all combustibles? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Protect/shutdown ducts and conveyors? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 25. Is nitrogen purge of equipment required? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Sprinklers, hose streams and/or fire extinguisher are in service/operable in area? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 26. Equipment/piping/pressure vessels removed from service/isolated/vented? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Combustible floors wet down/covered with damp sand or fire resistive sheets? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 27. Piping/pressure vessels/tanks – line break permit required? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Explain all questions answered [No]:

List any other controls for identified risks/hazards:

Details of emergency equipment/response arrangements:

Section 2e Flammable/Explosive Atmosphere

Is there is a potential for flammable/explosive atmosphere? Yes – complete Section 2e & 2f No – Go To Section 3

| | Yes | No | NA |
|---|--------------------------|--------------------------|--------------------------|
| Analysis of work area has been completed? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Continuous atmospheric monitoring required during hot work activity? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Associate monitoring activity is competent in the operation of the Explosion Meter? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

NOTE: Conduct risk assessment (to include the physical properties of the materials used) to determine the best position of the meter for initial and ongoing atmospheric monitoring. More than one atmospheric monitoring device may be required.

Section 3 Authorization and Acceptance

PTW Supervisor/Subject Matter Expert (SME)

I give authorization for the described work to proceed per the conditions of this permit and I am satisfied that all the hazards associated with this permit to work are controlled.

Name & Company: Phone: Signature: Date & Time:

Additional Requirements:

JSA or Safe-Plan-of-Action or Work Instruction mandatory for activity(s) :

Person in Charge

I confirm that Person(s) Carrying Out the Work have the appropriate skills, knowledge, information, tools and to perform the work safely. I confirm the tasks, hazards and measures were explained to me at the location where the works need to be performed. I further confirm that I have explained the permit conditions and control measures with the Person(s) Carrying Out the Work and have ensured these person(s) have received site orientation. It is safe to perform the work as defined above.

Name & Company: Phone: Signature: Date & Time:

Person(s) Carrying Out The Work Person in Charge is sole person Carrying out the work (no extra signature is required)

I acknowledge that the permit conditions have been explained to me and by virtue of my signature I commit to adherence of the permit conditions. Each person working on the job must sign.

Persons Carrying Out the Work have signed on the documented risk control procedure (check if applicable)

Name & Company: Signature: Name & Company: Signature:

Section 4 Hand-Over (Start of Work)

Area Owner

I have reviewed the plan(s) to complete the described work and I am satisfied that all isolations are completed and the hazards associated with this work are or will be controlled. I have checked the area(s)/system(s) where the work will be performed and I have not observed issues which should prevent the work from proceeding. I give authorization for the described work to proceed per the conditions of this permit.

- I have informed all affected System Owners Yes NA
- I have informed all affected Area Owners Yes NA
- I have informed all affected Employees. Yes NA

Name & Company: Phone: Signature: Date & Time:

Fire Watch (if applicable):

I am aware of my duties as 'Fire Watch' as outlined in this permit. I understand atmospheric testing, emergency response requirements conditional of permit issue. I am aware that I am to perform no other activities that could interfere with my primary duty to monitor the hot work activity. I am in possession of a radio (intrinsically safe if applicable), phone or a suitable communication plan has been agreed upon for emergency purposes. Once all hot work is completed a Fire Watch will remain constantly in the immediate area for at least 60 minutes, including coffee and lunch breaks, carefully inspecting the work and adjacent areas for smoldering fires. **Note: For Hot Work Class 1, a Fire watch is always required.**

Name & Company: Signature: Phone: Date & Time:

Section 5 Hand-Back (End of Work)

Person in Charge

All activities associated with this permit to work are completed, all isolations are removed and the area is left in a safe, clean and tidy condition.

Name & Company: Signature: Date & Time:

Section 5a Fire Watch

60 min. Fire Watch Signoff: Note: For Hot Work Class 1, a Fire watch is always required.

Work area and all adjacent areas to which sparks and heat might have spread were inspected during the watch period and were found fire safe.

Name & Company: Signature: Date & Time:

3hr Signoff and Final Walkthrough of Area:

Work area was monitored for three (3) hours following completion of the one (1) hour fire watch and found fire-safe.

Name & Company: Signature: Date & Time:

Section 5b Area Owner

Area Owner

I have personally verified in place, through in place inspection, that all activities associated with this permit have been completed and that the area has been left in a safe, clean and tidy condition. **Note: Any other fire/smoke detection system masked to facilitate hot work must be promptly reinstated once work is complete.**

Name & Company: Signature: Date & Time:

Section 6 Extension of Validity

Hot work may be extended one additional 1 shift/12 hours, not to exceed 24 hours.

I have verified that General Work Permit no. _____ still applies, also when extension of validity of this hot work permits is given.

PTW Supervisor/SME or Authorized Designee Area/ System Owner Person in Charge

Permit Extension until: Name: Signature: Name: Signature: Name: Signature:

Person(s) Carrying Out The Work Person in Charge is sole person Carrying out the work (no extra signature is required)

I acknowledge that the permit conditions have been explained to me and by virtue of my signature I commit to adherence of the permit conditions. Each person working on the job must sign.

Persons Carrying Out the Work have signed on the documented risk control procedure (check if applicable)

Name & Company: Phone: Signature: Date & Time:

Fire Watch (if applicable):

I am aware of my duties as 'Fire Watch' as outlined in this permit. I understand atmospheric testing, emergency response requirements conditional of permit issue. I am aware that I am to perform no other activities that could interfere with my primary duty to monitor the hot work activity. I am in possession of a radio (intrinsically safe if applicable), phone or a suitable communication plan has been agreed upon for emergency purposes. Once all hot work is completed a Fire Watch will remain constantly in the immediate area for at least 60 minutes, including coffee and lunch breaks, carefully inspecting the work and adjacent areas for smoldering fires. **Note: For Hot Work Class 1, a Fire watch is always required.**

Name & Company: Signature: Phone: Date & Time:

Nothing in this Permit shall cause the Owner (Viasat Inc.) to assume responsibility for any of the legal obligations of the Contractor performing the work under applicable laws or the requirements of the Agreement governing the work.

THIS WORK PERMIT MUST BE POSTED IN THE WORK AREA. UPON JOB COMPLETION THIS SIGNED PERMIT MUST BE MAINTAINED FOR 24 MONTHS.