

# **HOT WORK PROCEDURE**

## **HOT WORK SAFETY CHECK LIST**

## **Pebble Beach Resort Hot Work Procedure**

Any cutting, soldering, welding, grinding, or sweating of pipe on Pebble Beach property must be done according to the following procedure. Any use of an open flame, grinding object or heated element is considered hot work.

**The Hot Work Safety Check List must be filled out before beginning or performing any hot work.**

The safety check list will be maintained in a file in the maintenance shed after the completion of any hot work for a period of 3 years for inspection by the company who provides hazard insurance to the HOA.

All persons doing hot work on Pebble Beach property must be trained in the proper use of tools and techniques.

A second person must be designated to act as a “Watcher”. Their job is to watch for smoldering or fire during the performance of the hot work. They cannot perform any other function. They will have a fire extinguisher with them and ready for immediate use.

A “Fire Watch” must be maintained for 1 hour after the completion of hot work.

A phone must be designated for use in the event of any emergency or fire. It will be in the possession of the watcher and later the person designated as the fire watch. The phone will have at least a 80% charge at the time work begins. A permanent power source is best with a cord is best.

All smoke detectors and building fire extinguishers must be in working order and in place in their normal positions before the start of hot work and after.

**Pebble Beach Resort**

**Hot Work Safety Check List**

Date \_\_\_\_\_ Time \_\_\_\_\_

Name of Person(s) Performing Work \_\_\_\_\_

Specific Location Work is Taking Place (Building and Unit #)

\_\_\_\_\_  
Cutting, sweating pipes, grinding, soldering, or welding is permitted in an area that has been made fire safe.

- | Yes | No  |                                                                                                                                                                           |
|-----|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ___ | ___ | <b>A fire extinguisher is available within 10 feet of the work area and available for use.</b>                                                                            |
| ___ | ___ | All movable fire hazards in the vicinity have been taken to a safe place.                                                                                                 |
| ___ | ___ | Guards are used to contain the heat, sparks, and slag if fire hazards cannot be removed.                                                                                  |
| ___ | ___ | Floor or wall openings or cracks, open doorways and windows are protected or closed 35 feet in all directions.                                                            |
| ___ | ___ | <b>When soldering or sweating pipes, measures have been taken to prevent the conduction of heat along the pipe to a combustible material. These measures include:</b>     |
| ___ | ___ | _____                                                                                                                                                                     |
| ___ | ___ | A working phone with a full battery is available within 10 feet of the hot work.                                                                                          |
| ___ | ___ | Floors are swept clean of combustible material for a radius of 10 feet.                                                                                                   |
| ___ | ___ | Combustible floors have been kept wet, covered with damp sand, or protected by fire resistant shields.                                                                    |
| ___ | ___ | Welding/cutting/soldering are done only in areas authorized by management. No welding/cutting/soldering is allowed in the presence of an explosive atmosphere, or in area |
| ___ | ___ | of storage of readily ignitable material. (Examples: gasoline, lighter fluid, or charcoal)                                                                                |
| ___ | ___ | All dust and lint have been removed for a radius of 10 feet from the work area.                                                                                           |
| ___ | ___ | The employee is trained in safe operation of equipment and the safe use of the process.                                                                                   |

NOTE: List the name of the watcher who is responsible to watch for fire during the hot work.

\_\_\_\_\_

List the name and title of the person responsible for maintaining a fire watch for 1 hour after the hot work is completed.

\_\_\_\_\_

For more specific requirements refer to General Industry Standards 1910.146; 1910.252; .253; .254 .272 and Construction Standards 1926.803; .350; .352 and .353.

Authorized Signature – Supervisor \_\_\_\_\_