



Department of Environmental Health & Safety

Hot Work Program

Issued by:	Brent Auker
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Introduction

Purpose

Ohio University implemented this Hot Work Program to assure the safety of the employees that perform hot work. The program is also designed to ensure the safety of all building occupants during hot work operations.

Scope

This program is designed to help shops or departments comply with the OSHA Welding, Cutting and Brazing standards 29 CFR 1910 Subpart Q and 29 CFR 1926 Subpart J and NFPA Standard for Fire Prevention during Welding Cutting, and other Hot Work NFPA 51B. The program establishes guidelines and procedures for use with any hot work activities on Ohio University Property.

Application

All hot work activities on Ohio University property must comply with the requirements of this program. Hot Work is defined as welding, cutting soldering, brazing, grinding, and other forms of torch operations that will introduce sparks or open flame to the work area. Potential health, safety, and property hazards result from the fumes, gases, dust, sparks, hot metal, and radiant energy produced during hot work operations.

General Program Requirements

- Employees who perform hot work must be provided training.
- Employees must use required personal protective equipment (PPE).
- All employees can stop work if they believe it unsafe to complete the hot work activity as described by this program. If the employee identifies a hazard that was not addressed, then the employee is to notify their supervisor of the concern and this concern will be corrected before proceeding.
- Each shop or department covered by this program must appoint one or more Competent Person(s) to ensure compliance with this program

Hot work activities may involve additional safety hazards not addressed by this program include:

- Work that may impact existing utilities that may need to be locked and tagged out using procedures from the Lockout/Tagout Policy; and
- Work conducted in areas where hazardous atmospheres or gases could accumulate (e.g., gas distribution lines, or hazardous materials storage locations) covered under the Confined Space Program

Responsibilities

Shop or Department

Each shop or department that conducts hot work must designate a person or persons as Competent Person(s). The shop or department must assure that a Competent Person performs the responsibilities as described in this program

Competent Person

Each Competent Person is responsible for ensuring that procedures described in this program are followed including employee training, personal protective equipment, site inspections, and record keeping.

Fire Watch

The Fire Watch is the employee designated to be responsible for ensuring proper fire fighting equipment is readily available. They should locate the nearest fire alarm pull station. The Fire Watch should check hot work and adjacent areas, when applicable, before hot work begins. They shall ensure that safe conditions are maintained during hot work activities. The Fire Watch then stays for sixty minutes after hot work has been completed.

Employees

After receiving training, each employee has the responsibility to follow established procedures and must demonstrate a complete understanding of the safe work practices to be followed while conducting hot work activities. Employees must wear required personal protective equipment.

Project Manager

The Project Manager is responsible for ensuring contractors and/or sub-contractors follow the Hot Work Program.

Contractors

Contractors performing hot work on University property must coordinate their work with the Ohio University Project Manager and follow hot work standards.

Environmental Health & Safety

Environmental Health & Safety (EHS) will monitor the overall effectiveness of the program through audits and annual reviews. EHS can also assist Ohio University employees with atmospheric testing, other technical assistance, or equipment selection as needed. EHS will provide Hot Work Program and Fire Extinguisher Training for Ohio University employees.

Hot Work Permit

- The Hot Work Permit is to be issued by the Competent Person before any hot work activities begin. The permit expires no later than the end of the Competent Person's shift.
- The permit will be posted in the area where the work is being performed; after employee and Competent Person have filled in appropriate information.
- If any unsafe condition arises, immediately stop work and report the condition.
- After the work is complete and the fire watch is completed, then the Fire Watch signs off on permit and returns it to the Competent Person/Project Manager.
- The Competent Person/Project Manager will forward the completed Hot Work Permit to Ohio University Fire Safety, University Service Center, room 280.
- Fire Safety will maintain completed Hot Work permits for a minimum of one year.

Personal Protective Equipment

1. Employees must wear appropriate filter lenses, eye and face protection. See Appendix B for OSHA's recommendations for shade numbers.
2. Metal flakes or particles in the eye should be promptly removed by a qualified person to prevent rust ring formation.
3. Clothing should be free of oil and grease.
4. Some types of welding may require the use of flame resistant gauntlets, gloves, caps, shoulder covers, leggings, high boots, or a flame resistant apron. Be sure to evaluate the job and understand the proper personal protective equipment to be donned.