

HOT WORK SAFETY POLICY WITH PERMIT FORM

Effective 2 May 2019

Purpose

Hot Work refers to any process that may generate an uncontrolled spark or flame that could be a danger to a workplace, causing a burn to a worker or fire if it comes into contact with a flammable material.

At DCI, Hot Work permit is only required when performing in an area where it is not normally done. This policy outlines the procedures that workers must follow when performing Hot Work.

Policy

If a contractor has an existing Hot Work Permit system, DCI site supervisor will review the procedures and permit with the contractor's supervisor before Hot Work is undertaken. If a contractor does not have a Hot Work Permit system, the contractor will follow DCI's procedures.

Workers must follow the Hot Work Procedures outlined below, including the use of the Hot Work Permit. Only authorized persons trained in proper use of, and precautions associated with the equipment used for, may access and use this equipment. Due to the serious nature and high hazard potential of Hot Work, any worker not following these procedures will be immediately disciplined.

Please remember that there is NO SMOKING permitted inside the construction site. Worker caught smoking will be removed from site. Zero tolerance.

Procedure

- Before beginning any Hot Work, workers are to identify and control any workplace hazards, using the Hot Work Permit. The applicable supervisor will initial and date the Hot Work Permit.
- If there will be a shift change during the work an additional hazard assessment will be done.
- Hot Work permits shall be obtained from DCI site supervisor and are mandatory for contractors, or for any work that takes place in a confined space, or near activities involving volatile materials.
- Hot Work permits will be given to the contractor's supervisor.
- Persons doing Hot Work are required to wear all prescribed Personal Protective Equipment including foot protection and eye protection.
- A First Aid Kit and Eye Wash Station are near the work area and functional.
- Any combustible materials shall be removed from the work area, put at a safe distance from the work area, or protected from the Hot Work.
- Enclosed equipment will be cleaned of all combustible vapours (includes duct work).

- Duct openings should be covered with fire resistant material and checked when the work is complete.
- If any cutting is being done, employees are required to wear a respirator to prevent the worker from breathing in metal fumes which may be toxic.
- A fire extinguisher will be placed or kept in the immediate work area. The fire extinguisher shall be checked on a regular basis to verify that it is operational.
- Combustible floors must be kept wet with water or covered with fire resistant materials or damp sand.
- Use water only if electrical circuits have been de-energized.
- Make sure that all ceiling surfaces and walls have been covered with a heat resistant material and inspect them once the work has been done to ensure that they have not heated up.
- All work areas will be monitored for at least 1 hours after the work has been completed for signs of ignition.
- In the event of emergency, refer to the relevant procedures found in the Emergency Plan.

Angelo Serpellini
President

Date