

Williams College

Hot Works Permit

General Information:

Contractor or Shop Name: _____ Hot Work Date: _____

Permit Authorizing Individual: _____ Certification #: _____

Person Performing Hot Work: _____ Certification #: _____

Person Performing Fire Watch: _____ Certification #: _____

Building: _____ Address: _____ Room#: _____

Purpose of hot work: _____ Equipment to be worked on: _____

Yes N/A

- ____ A 10lb ABC fire extinguisher is available and on site.
- ____ Fire watch is trained to use fire extinguisher and in sounding alarm.
- ____ Smoke detectors removed from hot works area by Williams College staff to prevent accidental activation.
- ____ Notify Williams College Safety & Security by phone that hot work will be taking place. (413-597-4444)

Requirements within 35 feet of hot work:

- ____ Combustible materials, flammable liquids, dust, lint and oily deposits are removed from hot works area.
- ____ Explosive atmosphere does not exist in the hot work area.
- ____ Floors are swept clean and all combustible materials have been removed from the area.
- ____ Combustible floors have been wet down and covered with damp sand or fire resistive sheets.
- ____ Areas around hot works are protected with fire resistive tarpaulins or metal shields.
- ____ All wall and floor openings are covered with fire resistive tarpaulins or metal shields.
- ____ Fire-resistive tarpaulins are suspended beneath work when working above combustible materials.
- ____ Ducts that will carry sparks to distant combustible material are covered, protected or shut down.
- ____ All workers know where the nearest fire alarm pull station and emergency exits are located.

After hot work checklist:

- ____ Hot work finish time: _____
- ____ Fire watch must be provided for 60 minutes after hot work. (120 min after torch roof work)
- ____ Williams College staff have restored fire alarm smoke detectors.
- ____ Return completed permit to Williams College, Office of Safety & Environmental Compliance.
- ____ Notify Williams College Safety & Security by phone that hot work is complete. (413-597-4444)

Activate building fire alarm and call 911 in the event of fire.

Campus emergency call boxes are also available for emergency notification

Permit Prepared By: _____ Phone #: _____

Permit Issued By: _____ (Williams College Representative)

Contact Numbers	Office Phone	Cell Phone
Frank Pekarski	413-597-2406	413-441-2808
Paul Ethier	413-597-3967	413-822-1731
Heather Main	413-597-3003	413-464-4702
Kory Richardson	413-597-4110	413-884-5888

Williams College Safety & Security 413-597-4444