



**LOYOLA  
UNIVERSITY  
CHICAGO**

**HOT WORK PERMIT**  
For  
**RENOVATIONS and REMODELS**

DATE ISSUED \_\_\_\_\_ VALID UNTIL \_\_\_\_\_

BUILDING NAME \_\_\_\_\_ BUILDING ADDRESS \_\_\_\_\_

LOCATION OF WORK \_\_\_\_\_

LUC PROJECT MANAGER NAME \_\_\_\_\_ PHONE # \_\_\_\_\_

CONTRACTOR NAME \_\_\_\_\_ PHONE # \_\_\_\_\_

The location where this work will take place will be examined before the start of cutting/welding operations and all the appropriate precautions (**including any that exceed those outlined below**) will be taken.

Signed (at issue of permit) \_\_\_\_\_ Date \_\_\_\_\_

Print name \_\_\_\_\_

**FIRE SAFETY PRECAUTIONS**

**BEFORE THE WORK** - *All* of the following precautions must be taken:

- Cutting and/or welding equipment must be thoroughly inspected and found to be in good repair, free of damage or defects.
- A multi-purpose dry chemical, portable fire extinguisher must be located such that it is immediately available to the work and is fully charged and ready for use.
- At least one fire alarm pull station or means of contacting the fire department (i.e. site telephone) must be available and accessible to person(s) conducting the cutting/welding operation.
- Floor areas under and at least 35 feet around the cutting/welding operation must be swept clean of combustible and flammable materials.
- All construction equipment fueling activities and fuel storage must be relocated at least 35 feet away from the cutting/welding operation.

**Where applicable**, the following precautions will also be taken before the work begins:

- ❑ Fire resistant shields (fire retardant plywood, flameproof tarpaulin, metal, etc.), must cover combustible floors.
- ❑ Spark/slag catchers (fire retardant plywood, flameproof tarpaulins, metal, etc.) must be suspended below any elevated cutting/welding operation.
- ❑ All floor and wall openings must be covered to prevent sparks/slag from traveling to other, unprotected areas.
- ❑ Containers in or on which cutting/welding will take place must be purged of flammable vapors.

**DURING / AFTER THE WORK** - The following precautions will be taken:

- ❑ Person(s) must be assigned to a fire watch during and for at least 30 minutes after all cutting/welding ceases.
- ❑ Fire watch person(s) are to be supplied with multi purpose dry chemical, portable fire extinguisher and trained in its use.
- ❑ A fire alarm pull station or means of contacting the fire department (i.e. site telephone) available and accessible to fire watch person(s).

The location where this work will take place has been **examined before the start** of cutting/welding operations and all the appropriate precautions have been taken. *Responsible party to sign under Signature 1 for each date.*

The work area and all adjacent areas to which sparks and heat might have spread (including floor levels above and below and on opposite side of walls) were **inspected 30 minutes after** the cutting and or welding operations ceased for the day and were found to be fire safe. *Responsible party to sign under Signature 2 for each date.*

Signature 1

Signature 2

Date \_\_\_\_\_ Before \_\_\_\_\_ After \_\_\_\_\_

Date \_\_\_\_\_ Before \_\_\_\_\_ After \_\_\_\_\_

Date \_\_\_\_\_ Before \_\_\_\_\_ After \_\_\_\_\_

Date \_\_\_\_\_ Before \_\_\_\_\_ After \_\_\_\_\_

Date \_\_\_\_\_ Before \_\_\_\_\_ After \_\_\_\_\_

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Date \_\_\_\_\_ Before \_\_\_\_\_ After \_\_\_\_\_