



**CENTRAL PIERCE FIRE & RESCUE
PREVENTION BUREAU
902 7TH STREET NW
PUYALLUP, WA 98371
253.538.6402**



Hot Works Program Permit

SCOPE/INTENT:

HOT WORK PROGRAM. A permitted program, carried out by *approved* facilities-designated personnel, allowing them to oversee and issue permits for hot work conducted by their personnel or at their facility. The intent is to have trained, on-site, responsible personnel ensure that required hot work safety measures are taken to prevent fires and fire spread.

HOT WORK OPERATIONS. An operational permit is required for hot work including, but not limited to:

1. Public exhibitions and demonstrations where hot work is conducted.
2. Use of portable hot work equipment inside a structure.
 - a. **Exception:** Work that is conducted under a construction permit.
3. Fixed-site hot work equipment, such as welding booths.
4. Hot work conducted within a wildfire risk area.
5. Application of roof coverings with the use of an open flame device.
6. Where *approved*, the *fire code official* shall issue a permit to carry out a hot work program. This program allows *approved* personnel to regulate their facility's hot work operations. The *approved* personnel shall be trained in the fire safety aspects denoted in this chapter and shall be responsible for issuing permits requiring compliance with the requirements found in 2018 IFC, Chapter 35. These permits shall be issued only to their employees or hot work operations under their supervision.

RESPONSIBLE PERSON. A person trained in the safety and fire safety considerations concerned with hot work. Responsible for reviewing the sites prior to issuing permits as part of the hot work permit program and following up as the job progresses.

HOT WORK AREA. The area exposed to sparks, hot slag, radiant heat, or convective heat as a result of the hot work.

APPLICATION PROCESS:

The applicant must complete an application for this permit is included in this document and can be found on www.centralpiercefire.org

FEES AND CHARGES:

One time permit fee of \$100.00 and inspection fee of \$80.00

EXPIRATION:

For fixed Hot Work areas, this permit will be valid until the business is no longer conducting Hot Work activities. For temporary Hot Work areas, this permit will be valid until the business is no longer conducting Hot Work activities at the specified remote location.

NOTIFICATION:

The Fire Marshal's office must be notified for each new location where a temporary Hot Works permit is issued.

General Requirements 2018 IFC 3503

1. **Qualifications of operators.** A permit for *hot work* operations shall not be issued unless the individuals in charge of performing such operations are capable of performing such operations safely. Demonstration of a working knowledge of the provisions of Chapter 35 shall constitute acceptable evidence of compliance with this requirement.
2. **Records.** The individual responsible for the *hot work area* shall maintain "pre-work check" reports in accordance with Section 3504.3.1. Such reports shall be maintained on the premises for not less than 48 hours after work is complete.
3. **Signage.** Visible hazard identification signs shall be provided where required by Chapter 50. Where the *hot work area* is open to persons other than the operator of the *hot work equipment*, conspicuous signs shall be posted to warn others before they enter the *hot work area*. Such signs shall display the following warning:

**CAUTION:
HOT WORK IN PROGRESS
STAY CLEAR**

Fire Safety Requirements

2018 IFC 3504

Protection of Combustibles

1. **Combustibles.** Hot work areas shall not contain combustibles or shall be provided with appropriate shielding to prevent sparks, slag or heat from igniting exposed combustibles.
2. **Openings.** Openings or cracks in walls, floors, ducts, or shafts within the hot works area shall be tightly covered to prevent the passage of sparks to adjacent combustible areas, or shielded by metal fire resistant guards, or curtains shall be provided to prevent passage of sparks or slag.
3. **Housekeeping.** Floors shall be kept clean within hot work area.
4. **Conveyor Systems.** Conveyor systems that are capable of carrying sparks to distant combustibles shall be shielded or shutdown.
5. **Partitions.** Partitions segregating hot work areas from other areas of the building shall be noncombustible. In fixed hot work areas, the partitions shall be securely connected to the floor such that gaps do not exist between the floor and the partition. Partitions shall prevent the passage of sparks, slag, and heat from the hot work area.
6. **Floors.** Fixed hot work areas shall have floors with noncombustible surfaces.
7. **Precautions in hot work.** Hot work shall not be performed on containers or equipment that contain or have contained flammable liquids, gases or solids until the containers and equipment have been thoroughly cleaned, inerted or purged; except that “hot tapping” shall be allowed on tanks and pipe lines where such work is to be conducted by approved personnel. Hot work on flammable and combustible liquid storage tanks shall be conducted in accordance with Section 3510.
8. **Sprinkler protection.** Automatic sprinkler protection shall not be shut off while hot work is performed. Where hot work is performed close to automatic sprinklers, noncombustible barriers or damp cloth guards shall shield the individual sprinkler heads and shall be removed when the work is completed. If the work extends over several days, the shields shall be removed at the end of each workday. The fire code official shall approve hot work where sprinkler protection is impaired.
9. **Fire detection systems.** Approved special precautions shall be taken to avoid accidental operation of automatic fire detection systems.

Fire Watch

1. **When required.** A fire watch shall be provided during hot work activities and shall continue for not less than 30 minutes after the conclusion of the work. The fire code official, or the responsible manager under a hot work program, is authorized to extend the fire watch based on the hazards or work being performed.
2. **Location.** The fire watch shall include the entire hot work area. Hot work conducted in areas with vertical or horizontal fire exposures that are not observable by a single individual shall have additional personnel assigned to fire watches to ensure that exposed areas are monitored.
3. **Duties.** Individuals designated to fire watch duty shall have fire-extinguishing equipment readily available and shall be trained in the use of such equipment. Individuals assigned to fire watch duty shall be responsible for extinguishing spot fires and communicating an alarm.
4. **Fire training.** The individuals responsible for performing the hot work and individuals responsible for providing the fire watch shall be trained in the use of portable fire extinguishers.
5. **Fire extinguisher.** Not less than one portable fire extinguisher complying with Section 906 and with a minimum 2-A:20-B:C rating shall be provided with ready access within 30 feet (9144 mm) of the location where hot work is performed.

Area Reviews

1. **Area reviews.** Before hot work is permitted and not less than once per day while the permit is in effect, the area shall be inspected by the individual responsible for authorizing hot work operations to ensure that it is a fire safe area.
2. **Pre-hot-work check.** A pre-hot-work check shall be conducted prior to work to ensure that all equipment is safe and hazards are recognized and protected. A report of the check shall be kept at the work site during the work and available upon request. The pre-hot-work check shall determine all of the following:
 - Hot work equipment to be used shall be in satisfactory operating condition and in good repair.
 - Hot work site is clear of combustibles or combustibles are protected.
 - Exposed construction is of noncombustible materials or, if combustible, then protected.
 - Openings are protected.
 - Floors are kept clean.
 - No exposed combustibles are located on the opposite side of partition, walls, ceilings or floors.
 - Fire watches, where required, are assigned.
 - Approved actions have been taken to prevent accidental activation of suppression and detection equipment.
 - Fire extinguishers are operable and available.

Gas Welding and Cutting

1. **Cylinder and container storage, handling and use.** Storage, handling and use of compressed gas cylinders, containers and tanks shall be in accordance with this section and Chapter 53.
2. **Cylinders connected for use.** The storage or use of a single cylinder of oxygen and a single cylinder of fuel gas located on a cart shall be allowed without requiring the cylinders to be separated in accordance with Section 5003.9.8 or 5003.10.3.6 when the cylinders are connected to regulators, ready for service, equipped with apparatus designed for cutting or welding and all of the following:
 1. Carts shall be kept away from the cutting or welding operation in accordance with Section 3505.5 or fire-resistant shields shall be provided.
 2. Cylinders shall be secured to the cart to resist movement.
 3. Carts shall be in accordance with Section 5003.10.3.
 4. Cylinder valves not having fixed hand wheels shall have keys, handles or nonadjustable wrenches on valve stems while the cylinders are in service.
 5. Cylinder valve outlet connections shall conform to the requirements of CGA V-1.
 6. Cylinder valves shall be closed when work is finished.
 7. Cylinder valves shall be closed before moving the cart.
3. **Individual Cart Separation.** Individual carts shall be separated from each other in accordance with Section 5003.9.8

ELECTRIC ARC HOT WORK 2018 IFC 3506

1. **General.** The frame or case of electric hot work machines, except internal-combustion-engine-driven machines, shall be grounded. Ground connections shall be mechanically strong and electrically adequate for the required current.
2. **Return circuits.** Welding current return circuits from the work to the machine shall have proper electrical contact at joints. The electrical contact shall be periodically inspected.
3. **Disconnecting.** Electrodes shall be removed from the holders when electric arc welding or cutting is discontinued for any period of 1 hour or more. The holders shall be located to prevent accidental contact and the machines shall be disconnected from the power source.
4. **Emergency disconnect.** A switch or circuit breaker shall be provided so that fixed electric welders and control equipment can be disconnected from the supply circuit. The disconnect shall be installed in accordance with NFPA 70.
5. **Damaged Cable.** Damaged cable shall be removed from service until properly repaired or replaced.



HOT WORKS PERMIT APPLICATION

CENTRAL PIERCE FIRE & RESCUE

902 Seventh Street NW - Puyallup, WA 98371

Telephone (253) 538-6402 Fax: (253) 538-6486



APPLICANT INFORMATION:

Date of Application: ____/____/____

Name of Company or Individual: _____

Representative: _____ Telephone (____) _____ - _____

Address: _____ City: _____ ST: _____ Zip: _____

Name of Job Site / Company or Business where work or activity will occur and date(s) of occurrence:

Date: _____

Job Site Address: _____

On Site Contact: _____ Telephone: _____ - _____

PERMIT INFORMATION:

Names of responsible person: _____ Phone number _____

E-mail address: _____

Describe the method of operation, the equipment and materials used, or installed, and additional information that will assist the Deputy Fire Marshal in determining compliance with the permit parameters:

FINANCIAL INFORMATION: (Please make checks payable to the "Central Pierce Fire & Rescue")

Fees shall not be refunded upon failure to qualify for a permit.

CHECK NUMBER

RECEIPT NUMBER

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TOTAL PERMIT FEES _____

FIRST HOUR INSPECTION _____

FIRST HOUR PLAN REVIEW _____

SIGNATURE OF APPLICANT _____

TOTAL DUE _____

NOTICE TO ALL APPLICANTS FOR PERMITS: Fees and Charges are as follows:

Permits issued per the International Fire Code (Per permit or activity) \$85.00; Inspection Fees: if applicable, \$80.00 per hour. Plan Review, if applicable, \$40.00 per 1/2 hour. All fees shall be paid at the time of application for the permit.

ALL FEES MUST BE PAID PRIOR TO THE PROCESSING OF AN APPLICATION