INSTRUCTIONS FOR WELDING AND HOT PERMIT FORM

Please fill out the following form and fax to EH&S: Attention Scott Jackson. This form should be sent to EH&S at least 48 hours prior to welding or hot work operation inside any building. Scott Jackson will contact the contact person within 24 hours after the form is faxed to EH&S. The following information must be provided:

Date: (Date faxed to EH&S)
Name: (Person who is responsible for the welding or the Inspector of Record)
Building: (UCI Building Name as shown on UCI map)
Location: (Provide floor and room number or general location description)
Nature of job: (provide one of the following:)
   1. Welding/Arc, Electric or Thermal
   2. Torch Operations
   3. Soldering, large projects only
   4. Metal cutting and brazing operations
   5. Molten liquids, liquid metal, and smelting process
   6. Any other similar operations

EH&S will complete the remaining portion of the form after the welding operation.

Date: ______________
Name: __________________________________________________________
Building: ________________________ Location:_________________________
Nature of the job: __________________________________________________________________________________________________

The above location has been examined. The precautions checked on this form have been taken to prevent fire. Permission is granted for this work.

Permit expires: ________________________________________________

Time started: _____________________  Time finished: ___________________

FINAL CHECK-UP

Work area and all adjacent areas to which sparks and heat might have spread (such as floors above and below and on opposite side of walls) were inspected for at least 30 minutes after the work was completed and were found fire safe.

Applicant Signature: _______________________________________________

(After signing, fax permit to Scott Jackson at 949-824-8539.)
PRECAUTIONS

The Fire Safety Supervisor or his appointee has inspected the proposed work area and checked that the following precautions were taken to prevent fire.

☐ Sprinklers in service.
☐ Cutting and welding equipment in good repair.

PRECAUTIONS WITHIN 35 FT OF WORK

☐ Floors swept clean of combustibles.
☐ Combustible floors wet down, covered with damp sand or metal or asbestos sheets.
☐ No combustible materials or flammable liquids.
☐ Combustibles and flammable liquids protected with asbestos tarpaulins or metal shields.
☐ All wall and floor openings covered.
☐ Asbestos tarpaulins suspended beneath work to collect sparks.

WORK ON WALLS OR CEILINGS

☐ Construction noncombustible and without combustible covering or insulation.
☐ Combustibles moved away from opposite side.

WORK ON ENCLOSED EQUIPMENT
(Tanks, containers, ducts, dust collectors, etc.)

☐ Equipment cleaned of all combustibles.
☐ Containers purged of flammable vapors.

FIRE WATCH

☐ To be provided during and for 30 minutes after operation.
☐ Supplied with extinguishers or small hose.
☐ Trained in use of equipment and in sounding alarm.

Fire Safety Signature: ____________________ Date: __________________