

HOT WORK PERMIT

STOP! Avoid hot work or seek an alternative/safer method, if possible.

This Hot Work Permit is required for any temporary operation involving open flames or producing heat and/or sparks. This includes, but is not limited to: brazing, cutting, grinding, soldering, torch-applied roofing and welding.

Instructions

Fire Safety Supervisor must:

1. Verify precautions listed on the backside of this document.
2. Complete and retain Hot Work Permit.
3. Post permit at site of hot work until complete.
4. Make proper notifications of any impairment to building life safety systems.
5. Send photograph of front of permit to hotwork@exchange.upenn.edu
 - Subject line of email must contain building name, floor, room and date.

For questions contact hotwork@exchange.upenn.edu or call (215) 573-7857.

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Hot Work By:

- University of Pennsylvania Employee**
- Contractor:** _____

Start Date:	Start Time:	Job Number:
End Date:	End Time:	
Location: Building/Floor/Room#:		
Nature of Job:		
Name (PRINT) of person performing hot work:		
Signature of person performing hot work:		

I verify the above location has been examined, the precautions checked on the required precautions checklist have been taken to prevent fire, and permission is authorized for this work.

Name (PRINT) of fire safety supervisor/operations supervisor:
Signature of fire safety supervisor/operations supervisor:
Phone number of fire safety supervisor/operations supervisor: