

SAFETY NOTICE #21

To:	All Engineers, Labour only Sub Contractors, Specialist Site Sub-Contractors	From:	Steve Brown
Subject:	Hot Working Procedures on Site	Date:	25th January 2007

All Engineers, Labour only Sub Contractors and Specialist Site Sub-Contractors are reminded of the need to ensure correct procedures are followed during Hot Works.

Please follow the control measures and precautions detailed on the Risk Assessments for Hot Working and Fire and complete the Hot Work Permits prior to commencing the task.

It is important to ensure all flammable and combustible liquids and materials are removed from the area where the heat process is being conducted. If this is not possible then cover them with a heat resistant material.

Also ensure that appropriate fire fighting equipment is on hand prior to starting the work and provide an assistant to carry out a fire watch during the process.

When grinding, burning or welding at high level, an assistant should observe the lower levels of the lift shaft or machine room.

Checks should be made up to an hour after hot works have been completed to ensure there are no burning embers or materials that could subsequently ignite and cause a fire.

Oily deposits including fluff accumulating within the lift shaft and pit create a particular hazard and should be removed before commencing the hot work process.

Also ensure that emergency fire procedures are understood before commencing the work and Fire Alarm Points are noted.

Protective Equipment (PPE) must be available & worn during the process.