

## **Hot Work Permit Ship/Shore**

This form is for the purpose of obtaining permission to conduct Hot Work outside designated hot work areas, and to ensure that Fire and Explosion Precautions for welding and Oxy cutting operations are followed. **Section 1: Permit Dates** Date Permit Valid From Permit Valid To **Section 2: Applicant Details** Name of Applicant Contact No. Company **Description of Works** Ship/Site Location Equipment Section 3: Please tick yes or no to the following Yes No Will a pre-start discussion taken place to ascertain whether any other activities currently 1 underway have potential to dangerously conflict with the proposed Hot Work? Has the area in which hot work has been requested been assessed for potential hazards, and 2 cleared of any materials that may catch fire during the hot work operations? 3 Have all Plant, Machinery, or Equipment been isolated and Tagged Out as necessary? Have personnel who will be working in close proximity to the area of the Hot work been 4 notified and cautioned to stay at a safe distance during the Hot Work operations? 5 Are ventilation and wind direction suitable for the task? 6 Are barricades / warning signs required to placed? 7 Is the person(s) operating the hot work equipment competent? Have the people involved been supplied all necessary PPE to commence / complete the job. 8 E.g. gloves, welding / oxy cutting eye glasses / shields etc? Has a sentry been selected to supervise the area 9 Name of Nominated Sentry Is the necessary fire retardant equipment such as: fire extinguisher, water buckets, water 10 hose, water supply or fire blanket available in case of an emergency? Is the area in which hot work is to be conducted in close proximity to flammable liquid, explosive or hazchem storage facilities, or to be conducted in a confined space? 11 If yes - special precautions, and permit(s) may apply to this request Upon completion of the Hot Work has provision been made to hose / dampen the immediate 12 area, and remove all waste, off cuts, spent welding rods etc created during the Hot Work operation? Inspection of the area is to be carried out immediately after completion of Hot Work and again 13 at least 30 minutes later.

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Section 4: Applicant / Contractor Statement of Acknowledgment					
I acknowledge the requirements of the Southern Ports Authority – Port of Albany to identify and control risks and work in a safe manner at all times. I confirm the company has satisfactory documented safe systems of work in place and that all permits and licences required are in order and understood.					
Compa	any Representative				
			Name		Signature
					3
	Time		Date		Position in Company
Section 5: Southern Ports Authority – Port of Albany Representative Statement of Acknowledgement (Port of Albany Use Only)					
I am satisfied that the contractor information provided to me is sufficient to show that the contractor has a system in place to fulfil their legal obligations to conduct works in a safe manner.					
This Permit to Work is approved subject to any conditions listed below.					
Port of	Albany Representative				
			Name		Signature
	Time		Date		Position in Company
Specific Conditions / General Comments (if any)					
Southern Ports may withdraw this permit at any time if unsafe work practices are seen					
Section 6: Notifications					
	Engineer		Safety		Security
	Maintenance		Environment		Pilots

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