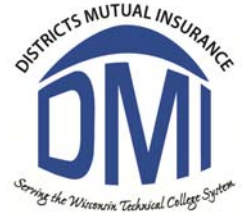


WTCS Risk & Loss Control Committee
Recommendation for
Hot Work Permit Program
Final 10/01/08 – rev: 1/2010



NOTE: The WTCS Risk & Loss Control Committee meets quarterly to assist in developing minimum recommendations regarding environmental, health and safety policies. One such recommendation is provided below and is being forwarded to the WTCS Risk Managers as a resource for their respective District

Identified concern:

Non-compliance with OSHA and Department of Commerce codes which requires a Hot Work Program be implemented when welding, cutting or brazing.

WTCS Risk & Loss Control Committee Recommendations:

It is the recommendation of the WTCS Risk and Loss Control Committee (hereafter referred to as the “Committee”) that the Safety/Loss Prevention/Risk Management program of each Technical College develops and implement an effective Hot Work Permit Program, as required by OSHA (1920.252 Fire Prevention and Protection) and the Department of Commerce, Chapter 32.

To assist in this recommendation, the committee recommends that Districts not yet having such a program, utilize the Occupational Safety and Health Administration Welding, Cutting and Brazing information available on their website at: <http://www.osha.gov/SLTC/weldingcuttingbrazing/index.html>. The goal is for all Districts to be implementing an effective Hot Work Permit Program.

The intent of a Hot Work Permit Program is to provide workers (employees and outside contractors) with the knowledge of what actions they should take during and after welding, cutting and brazing. In order to meet this intent, program elements include:

1. Understand the basic and special precautions.
2. Establishment of a process for permitting and retention of permit records.
3. Establish roles of Cutters/Welders and Fire Watcher.
4. Establishment of permissible and prohibited areas.
5. Develop a Pre-Hot Work checklist.
6. Employee training.

Any questions on the above information, please contact the DMI Risk and Loss Control Consultant at: 414-403-9343 or tim@districtsmutualinsurance.com.

NOTE: Many WTCS Districts have in place a variety of policies/activities to address various environmental, health and safety programs. This information is intended to provide “guidance” and not strict policy as Districts look at their needs and dynamics. The subject information, and documents found on the Districts Mutual Insurance (DMI) website may be used to develop program requirements by other Districts, however, there is no guarantee of completeness or inclusion of all possible factors and situations present within each District. For questions, contact: Tim Greene, DMI Risk and Loss Control Consultant at tim@districtsmutualinsurance.com or (414) 403-9343.