



**SDS Lumber Company LLC**

P.O. Box 480  
Carson, WA 98610  
(509) 493-2155

# Hot Work Program

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SDS Lumber Company

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## **GENERAL INFORMATION**

Owner: P.O. Box 480  
Carson, WA 98610  
Phone Number: (509) 493-2155

## CERTIFICATION

# **SDS LUMBER LLC MANAGEMENT APPROVAL**

The SDS Lumber Company Hot Work Program will be implemented as herein described.

Name:

Title:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

SDS LUMBER LLC SAFETY MANAGER APPROVAL

The designated person responsible for Safety procedures, reporting, and training at this facility is:

Name:

Title:

I hereby certify that as the designated person, I have thoroughly examined this Safety Policy Plan, I understand it, and agree to put it into effect.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **PURPOSE**

The purpose of the Hot Work Program is to prevent fires that may result from “hot work” processes.

For the purposes of this policy, “hot work” is defined as any temporary operation involving open flames, or producing heat and/or sparks. This includes such activities as grinding, cutting, brazing, soldering, thawing frozen pipes by torch, applying roofing materials by torch, etc.

## **SCOPE**

This policy applies to all personnel who are involved in hot work activities at the SDS Lumber Company facility in Bingen, Washington.

This program does not apply to certain areas that are specifically designed and equipped for hot work operations.

The designated hot work areas at SDS Lumber Company include:

- Letourneau Shop
- Fabrication Shop
- Truck Shop
- Light Truck Shop
- Jitney Shop

## **RESPONSIBILITIES**

**Supervisors are responsible for:**

- Authorizing Hot Work.
- Overseeing Hot Work operations
- Terminating Hot Work.
- Ensuring that the Hot Work Permit has been completed properly.
- Ensuring all required precautions have been taken.
- Ensuring all the procedures and equipment specified by the permit are in place before commencing Hot Work.

### **Individuals Performing Hot Work are Responsible for:**

- Obtaining written approval for the hot work to be conducted.
- Ensuring the conditions are safe and hazard free before commencing the hot work.
- Monitoring the activities inside and outside of the Hot Work area.
- Remaining vigilant at all times work is being conducted in the Hot Work area.
- Knowing all applicable emergency procedures.
- Using appropriate personal protective equipment while performing hot work.
- Completing the appropriate sections of the Hot Work Permit.
- Returning the completed Hot Work Permit to the Safety Office.

### **Fire Watchers are Responsible for:**

- Being aware of the inherent hazards involved in hot work.
- Ensuring that safe conditions are maintained during hot work.
- Ensuring that appropriate fire extinguishers are readily available.
- Knowing how to report a fire or other emergency.
- Maintaining the watch for at least 60 minutes after the hot work is completed.
- Using the appropriate PPE.
- Completion of the appropriate section of the Hot Work Permit.

## **HOT WORK PROCEDURES**

Hot work should not be done if the work can be avoided or performed in a safer manner. When practical, objects to be welded, cut, or heated must be removed to a designated safe location, e.g., a designated welding area.

If hot work must be performed, a Hot Work Permit must be obtained from the Safety Office before hot work begins.

### **Hot Work Permit**

All precautions on the Hot Work Permit must be met prior to performing any hot work. The hot work permit will be issued by the department manager and is only valid for the date(s) and time specified on the permit. A copy of the permit must remain at the work location until the hot work is completed. Following the completion of the hot work, the hot work permit is to be returned to the Safety Office. Below is an example of a Hot Work Permit.

<b>HOT WORK PERMIT</b>	
BEFORE INITIATING HOT WORK, CAN THIS JOB BE AVOIDED? IS THERE A SAFER WAY?	
<p>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, Thawing Pipe, Torch Applied Roofing and Welding.</p>	
<b>INSTRUCTIONS</b> 1. Fire safety Supervisor: A. Verify precautions listed at right (or do not proceed with the work). B. Complete and retain PART 1. C. Issue PART 2 to person doing job. <b>JOB WORK REQUESTED BY:</b> <b>EMPLOYEE</b> _____ <b>CONTRACTOR</b> _____ <b>DATE</b> _____ <b>JOB NO.</b> _____ <b>LOCATION/BUILDING &amp; FLOOR</b> _____ <b>NATURE OF JOB</b> _____ <b>NAME OF PERSON DOING HOT WORK</b> _____  <b>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.</b> <b>SIGNED: (FIRE SAFETY SUPERVISOR/OPERATIONS SUPERVISOR)</b> <b>PERMIT DATE TIME AM/PM</b> <b>EXPIRES:</b> _____  <b>NOTE: EMERGENCY NOTIFICATION ON BACK OF FORM. USE AS APPROPRIATE FOR YOUR FACILITY.</b>  <small>2000-1100000000 PRINTED IN USA COPYRIGHT © 2000 Factory Mutual Insurance Company All rights reserved.</small>	
<b>PART 1 REQUIRED PRECAUTIONS</b> <b>CHECKLIST</b> <input type="checkbox"/> Available static, hose streams and extinguishers are in service/operable. <input type="checkbox"/> Hot Work equipment in good repair. <b>Requirements within 35 ft. (11m) of work</b> <input type="checkbox"/> Flammable liquids, dust, lint and oily deposits removed. <input type="checkbox"/> Explosive atmosphere in area eliminated. <input type="checkbox"/> Floors swept clean. <input type="checkbox"/> Combustible floors wet down, covered, or protected by non-combustible or fire-resistant sheets. <input type="checkbox"/> Remove other combustibles where possible. Otherwise protect with fire-resistant tarps or metal shields. <input type="checkbox"/> All wall and floor openings covered. <input type="checkbox"/> Protect or shut down ducts and conveyors that might carry sparks to distant combustibles. <b>Work on walls, ceilings or roofs</b> <input type="checkbox"/> Construction is noncombustible and without combustible insulation. <input type="checkbox"/> Combustibles on other side of walls, ceilings or roofs moved away. <b>Work on enclosed equipment</b> <input type="checkbox"/> Enclosed equipment cleaned of all combustibles. <input type="checkbox"/> Pressurized vessels, piping and equipment removed from service, isolated and vented. <b>Fire watch/Hot Work area monitoring</b> <input type="checkbox"/> Fire watch will be provided during and for 60 minutes after hot work, including any coffee or lunch breaks. <input type="checkbox"/> Fire watch is supplied with suitable extinguishers and, where practical, charged small hose. <input type="checkbox"/> Personnel trained in use of this equipment and in sounding alarm if necessary. <input type="checkbox"/> Fire watch may be required for adjoining areas, above, and below. <input type="checkbox"/> Monitor Hot Work area for 4 hours after job completed. <b>Other Precautions Taken</b> <hr/>	
<b>2570301</b>	

## Prior to Hot Work

1. Fill out a Hot Work Permit and post in the work area.
2. Inspect the hot work area to identify any fire hazards.
3. Remove flammable or combustible materials within a 35-foot radius of the hot work.
4. Properly shield combustibles that cannot be removed from the area.
5. Seal all cracks and openings through which hot sparks or slag may enter. As an alternative, a fire-resistant shield may be used to block the openings.
6. Sweep floor of all loose combustible debris.
7. Place non-combustible or flame-resistant screens so as to protect personnel in adjacent work areas.
8. Protect conveyor systems that may carry sparks or slag to other parts of the building.
9. Post signs to warn nearby personnel of the danger.

## During Hot Work

1. Appropriate fire extinguishing equipment must be maintained in close proximity to the work area for its entire duration plus 60 minutes after completion of work.
2. Combustible floors shall be kept wet during the hot work.
3. Compressed gas cylinders shall be stored upright and secure.

## **After Hot Work**

1. The Fire Watcher(s) will remain at the site for at least 60 minutes following the completion of the hot work.
2. Fire extinguishing equipment must remain accessible in the area until the fire watch is secure.
3. Complete the appropriate sections of the Hot Work Permit and then return the completed permit to the Safety Office.

## **Prohibited Hot Work Areas**

1. Areas equipped with sprinkler systems that are out of order.
2. Areas, including those with confined spaces, where atmospheres of explosive gases, vapor, or dusts exist or could accumulate.
3. On metal walls, ceilings or roofs built of composite, combustible, and sandwich-type panel construction or having combustible coverings.
4. On containers where flammable liquids, solids or vapors may be present.
5. On pipes that are in contact with combustible walls, ceilings, roofs, or partitions where heat by conduction can cause ignition.
6. On surfaces painted with suspected lead-based paints.

## **Storage of Cylinders**

1. Compressed gas cylinders will be stored at least 20 feet from highly combustible materials and where the cylinders will not be exposed to excessive rise in temperature, physical damage, or tampering by unauthorized persons.
2. Cylinders must be chained at all times or otherwise secured to prevent them from falling over.
3. Oxygen cylinders will be separated from fuel gas cylinders or combustible materials at minimum distance of 20 feet or by a non-combustible barrier at least 5 feet high, have a fire resistance rating of at least  $\frac{1}{2}$  hour.

## **TRAINING**

Each employee assigned responsibility for work in a Hot Work area must be trained in the safety of working in a Hot Work area. Additionally, all employees with responsibilities for Hot Work activity must receive training in the following areas:

- The SDS Lumber Company Hot Work Program
- What starts hot work fires and explosions.
- Hazard recognition—signs, symptoms and consequences of exposure.
- Communication procedures.
- Use of fire suppression equipment.
- Emergency procedures.
- Evacuation procedures.