



## Hot Work Policy

**Document Number:** EHS-0012

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### *General Description*

#### **Policy Summary:**

Fires, due to hot-cutting and welding, can account for large-scale property losses. These activities present a significant fire hazard and can cause serious injury or death if proper safety measures are not taken.

#### **Purpose:**

The purpose of this Policy is to establish safe Hot Work procedures and prevent fire hazards in the workplace.

#### **Scope:**

This Policy applies to all members of the Trinity community and Contractors.

#### **Exceptions:**

This Policy does not apply to:

- New construction where there is no attachment to an existing building.
- Maintenance Shops and designated welding areas (i.e. areas that are specifically designed and equipped for such operations).

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### *Policy Content*

- ① Faculty, Staff, Students and Contractors performing any type of hot work on campus must complete a Hot Work Permit at least 48 hours before hot-work operations are performed. It is the Contractor's responsibility to provide appropriate equipment during hot work duties.**
- ② Hot Work Permits will be issued by the Department of Environmental Health and Safety.**

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## ***Performance Evaluation***

### **Consequences of Policy Violation:**

Failure to comply may result in disciplinary action up to and including termination of employment or contract.

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## ***Terms & Definitions***

### **Terms and Definitions:**

<b>Term:</b>	<b>Definition:</b>
Hot Work	Any work that involves burning, brazing, welding, cutting, soldering, grinding, using fire or spark-producing tools, or other work that produces a source of ignition.

## *Attachments*

[Hot Work Permit](#)

## Related Documents

### Related Content:

OSHA General Duty Clause <https://www.osha.gov/laws-regs/oshact/section5-duties>

OSHA: Welding, Cutting, and Brazing

[https://www.osha.gov/pls/oshaweb/owadisp.show\\_document?p\\_id=9853&p\\_table=STANDARDS](https://www.osha.gov/pls/oshaweb/owadisp.show_document?p_id=9853&p_table=STANDARDS)

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## Revision Management

### Revision History Log:

Revision #:	Date:	Recorded By:
v1.0	5/19/2023 9:30 AM	Jennifer Gilmore Adamo

### Vice President Approval:

Name:	Title:
Gary Logan	Vice President for Finance & Administration