

# Hot Work

## Policy Statement

Staff of Facilities Management as well as contractors who carry out work in or around University buildings that involve any activity that creates sparks, heat, and/or open flames shall carry out an assessment of the fire risks presented by the task. Based upon the assessment, the employee or the contractor will take the appropriate steps to minimize the risk of fire. For tasks extending beyond one shift duration, a new assessment shall be carried out at the beginning of the subsequent shift. Among the activities include, but not limited to are: welding, braising, soldering, abrasive wheel cutting, paint burning, tarring, and thermal bonding.

## Procedures

In carrying out the assessment, the employee or contractor shall complete the following [Hot Work Checklist](#) [22 KB PDF].

## Responsibility

The chair of the departments through their managers and supervisors.

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