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| **Section 1. Details of Hot Work (Permit Recipient to complete)** |
| **Site name** |  | **Work Order #** |  |
| **Location on site** |  |
| **Details of hot work to be undertaken** |  |
| **Date commencing** |  | **Start time** | AM / PM | **Finish time** | AM / PM |
| Is there a Fire Ban in place? (ring 1800 020 440) **[ ]  YES** **[ ]  NO** If **YES** do not proceed until approval is given. Note: *Local Fire ban – Level 4 leader, State of Fire Emergency- Level 3 Leader* |
| If there is no Fire Ban, what is the current Fire Danger Rating? (check at [*Fire Bans & Restrictions | QFES*](https://www.qfes.qld.gov.au/safety-education/using-fire-outdoors/fire-bans-and-restrictions)) |
| Current Fire Danger Rating If there is a fire ban approval is required. Level of approval is detailed in the boxes.  |  | **Moderate*****(Line Supervisor)*** |  | **High*****(Level 4)*** |  | **Extreme*****(Level 3)*** |  | **Catastrophic*****(GM)*** |  |
| Approval provided by:  |
| Name: |  | Date approval given: |
| **Section 2. Risk controls to be implemented (Permit Recipient to complete)** |
| Ensure hot work permit is on site adjacent to the proposed hot work (can be electronic) | **[ ]  Y** | Remove flammable liquids/substances within the hot work area. | **[ ]  Y** |
| Remove, cover or shield all combustible materials (incl. vegetation) within the hot work area. | **[ ]  Y** | Maintain fire watch for duration of hot work. Minimum 30 minutes.Name: | **[ ]  Y [ ]  N/A** |
| Cover drains and other open apertures for duration of hot work. | **[ ]  Y** | Isolate air conditioning / seal intakes for the duration of the hot work. | **[ ]  Y [ ]  N/A** |
| Isolate fire detection / suppression equipment (where appropriate) for the duration of the hot work. | **[ ]  Y [ ]  N/A** | Install barricades to prevent unauthorised entry into the hot work area. | **[ ]  Y [ ]  N/A** |
| Erect flash screens around work site. | **[ ]  Y [ ]  N/A** | Wet down any adjacent grassed area. | **[ ]  Y [ ]  N/A** |
| Fire suppression devices to be used (minimum of one): |
| [ ]  Water hose and supply | [ ]  Appropriate fire extinguisher | [ ]  Fire Blanket | [ ]  Other: |
| Additional instructions/information including hot work equipment authorised for use: |
| **Section 3 – Verification of risk controls (Permit Recipient to complete)** |
| I confirm that actions and risk controls required in Section 2 have been implemented for the work to be undertaken as described in Section 1. |
| **Date** |  | **Time** |  |
| **Permit recipient** |  | **Position** |  |
| **HOLD POINT FOR HOT WORK** ***Hot work cannot proceed until the Seqwater Work Coordinator*** *(or delegate)* ***has been consulted to ensure controls have been implemented*** |
| **Date** |  | **Time** |  |
| **Name of Seqwater Work Coordinator (or delegate) consulted** |  | **Position** |  |
| **Section 4. Completion of work (permit recipient to complete)** |
| Maintain fire watch continually for a minimum of 30 minutes after cessation of hot work | **Name:** |  |
| Additional monitoring required: |
| I confirm that the hot work has been completed in accordance with this hot work permit and all work is complete, all equipment returned and the site has been left in a safe condition. |
| **Permit recipient name** |  | **Signature** |  |
| **Date** |  | **Time** |  |