Northwestern

DEPARTMENT OF SAFETY & SECURITY ENVIRONMENTAL HEALTH & SAFETY

Designated Hot Work Area Safety Guidelines

Designated hot work areas are specific locations pre-approved by Environmental Health and Safety (EHS) where hot work can be performed routinely and do not require a daily hot work permit, so long as these guidelines are followed:

Before work

- ✓ Adequate training and authorization are required.
- Read, understand, and adhere to equipment manuals, safety data sheets (SDSs), and Northwestern's Welding, Cutting, and Brazing (Hot Work) Program.
- ✓ Locate the nearest portable fire extinguisher and know how to use it.
- ✓ Inspect equipment (e.g., hoses, valves, ventilation, ground cables) to ensure they are in good condition. Do not use damaged or defective equipment.
- Inspect the work area to ensure it is free of combustible, ignitable, and flammable materials. If required for work, store combustible materials in metal cabinets, and ignitable and flammable materials in approved storage cabinets.
- Employ temporary barriers, such as approved welding curtains, screens, or blankets, to control ignition sources and to protect others in the area, as necessary.
- ✓ Inform others in the area of the anticipated work and potential hazards.

During work

- ✓ Keep unauthorized individuals away from the area.
- Wear the appropriate clothing and personal protective equipment (e.g., welding helmet with the appropriate shade lens, foot protection, heat-resistant gloves, welding jacket, face shield).
- ✓ When welding, ensure proper grounding to minimize electrical hazards, such as by utilizing a grounding clamp.
- ✓ Avoid breathing in fumes and smoke by keeping your head to the side of, not above, your work. Always use a mechanical ventilation system.

<u>After work</u>

- ✓ Never leave the equipment or materials unattended when hot.
- Clean and restore the work area and secure equipment and tools (e.g., compressed gas cylinders).
- ✓ Inform others in the area that work is complete.



Hot Work Program

Immediately report incidents, near misses, and concerns to a shop supervisor. Questions? Contact your shop supervisor or EHS at ehs@northwestern.edu.