



BELMONT FIRE DEPARTMENT

Headquarters

299 Trapelo Road, Belmont, MA 02478

Administration 617-993-2202

Fire Prevention 617-993-2210

CUTTING/WELDING/HOT WORK PERMIT PROCESS

August 2022

Refer to 527 CMR, Section 1.05: Modifications to NFPA 1 Fire Code - 2015 Edition, Chapter 41: Welding, Cutting, and Other Hot Work for all items covered by this permit

The Belmont Fire Department requires any person or company conducting burning, welding, or cutting operations to obtain a permit from the Belmont Fire Prevention Bureau. This permit shall specify the date or dates, times, and exact location of where the work is being conducted. In addition, the permit will dictate the nature of the work to be completed, and any special precautions that will be executed during said hot work.

In addition to The Commonwealth of Massachusetts FP-006 standard application form, the applicant shall provide a completed Belmont Fire Department Hot Work Property Owner Authorization form. Welding contractors must also provide a valid NFPA Hot Work Safety Certification attached with the application

All persons performing hot work in the Town of Belmont must have a NFPA Hot Work Safety Certification on their person when conducting hot work in the Town of Belmont. The Belmont Fire Department also necessitates a fire watch for all hot work being performed. Although a fire detail provided by the Belmont Fire Department is not required, it is recommended. When a welding contractor performing hot work elects to use their own fire watch, the Belmont Fire Department Hot Work Checklist must be completed each day that hot work occurs. The Hot Work Checklist form is to be submitted to the Belmont Fire Prevention Bureau at the end of each hot work day, in person or through fax or email. If the Hot Work Checklist is not received, a Belmont Fire Department fire detail will be required going forward for the duration of hot work operations at the address specified in the permit.

The maximum time allowable for a hot works permit is six months. A clone application can be submitted prior to the expiration of the current hot work permit if there are no changes in the location and scope of work as written in the existing permit. The original permit number shall be provided, and the Hot Work Property Owner Authorization form needs to be valid.

The posting and maintaining of all original permits at the job site is the responsibility of the welding contractor.



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HOT WORK PROPERTY OWNER AUTHORIZATION

Permit Number (ASSIGNED BY BELMONT FIRE): _____

APPLICANT INFORMATION

Name: _____

Company: _____

Phone Number: _____

PROPERTY OWNER INFORMATION

Name: _____

Address: _____

Phone Number: _____

HOT WORK INFORMATION

Address: _____

Specific Location: _____

Scope of Work: _____

Printed Name of property owner/authorized representative: _____

Signature of property owner/authorized representative: _____

Date: _____



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HOT WORK CHECK LIST

Before initiating hot work, ensure precautions are in place as required by NFPA 51B and ANSI Z49.1. Make sure an appropriate fire extinguisher is readily available. Always seek an alternative or safer method if possible.

If a welding contractor chooses not to hire a Belmont Fire Department detail, this hot work checklist is required each day for any operation involving open flame or producing heat and/or sparks. This work includes, but is not limited to, welding, brazing, cutting, grinding, soldering, thawing pipes, torch-applied roofing, or chemical welding. The Hot Work Checklist form is to be submitted to the Belmont Fire Prevention Bureau at the end of each hot work day, in person or through fax or email. If the Hot Work Checklist is not received, a Belmont Fire Department fire detail will be required going forward for the duration of hot work operations at the address specified in the permit.

THIS CHECK LIST IS ONLY VALID FOR ONE DAY

Date

Location, Building, and Floor

Work to be completed

Time Started

Time Completed

Printed name and signature of person completing hot work

I verify that the above location has been examined, the precautions marked on the checklist below have been taken, and permission is granted for this work.

Printed name and signature of permit-authorizing individual

CHECKLIST

☐ Available sprinklers, hose streams, and extinguishers are in service and operable

☐ Hot work equipment is in good working condition in accordance with manufacturer's specifications

☐ Special permission obtained to conduct hot work on metal vessels or piping lined with rubber or plastic

Requirements within 35 feet (11 meters) of hot work

- ☐ Flammable liquid, dust, lint, and oily deposits removed
- ☐ Explosive atmosphere in area eliminated
- ☐ Floors swept clean and trash removed
- ☐ Combustible floors wet down or covered with damp sand or fire-resistive/noncombustible materials or equivalent
- ☐ Personnel protected from electrical shock when floors are wet
- ☐ Other combustible storage material removed or covered with listed or approved materials (welding pads, blankets, or curtains; fire-resistive tarpaulins), metal shields, or noncombustible materials
- ☐ All wall and floor openings covered
- ☐ Ducts and conveyors that might carry sparks to distant combustible materials covered, protected, or shut down

Requirements for hot work on walls, ceiling, or roofs

- ☐ Construction is noncombustible and without combustible coverings or insulation
- ☐ Combustible material on other side of walls, ceilings, or roofs is moved away

Requirements for hot work on enclosed equipment

- ☐ Enclosed equipment is cleaned of all combustibles
- ☐ Containers are purged of flammable liquid/vapor
- ☐ Pressurized vessels, piping, and equipment removed from service, isolated, and vented

Requirements for hot work fire watch and fire monitoring

- ☐ Fire watch is provided during and for a minimum of 30 minutes after hot work, including any break activity
- ☐ Fire watch is provided with suitable extinguishers and, where practical, a charged small hose
- ☐ Fire watch is trained in use of equipment and in sounding the alarm
- ☐ Fire watch can be required in adjoining areas, above, and below
- ☐ **YES** ☐ **NO** Per the PAI/fire watch, monitoring of hot work area has been extended beyond the 30 minutes