

**Application for  
Cutting, Welding, and Hot Work with Portable Gas Equipment**

**Responsible Party:**

**Contact Information:**

**Location of Work:**

Building/Area  Room/Location  Floor

Start Date:  End Date:   
Start Time:  End Time:

**Work to be Performed** (include name of person performing the work)

**Special Hazards or Conditions**

**Check all that apply:**

- Acad/Admin Bldg.     Area Sprinklered?     In a confined space?  
 Kitchen     Residential Hall     Power Plant     Other  
 Work performed on drum, barrel, tank, or other container  
 Work performed on pipes

**EHS Office Signature:**     **Date:**

*I hereby agree to comply with all applicable federal, state, and local standards to include the MA Fire Safety Laws and NFPA standards. I understand that all permit fees and WFD details, if needed, will be billed directly to the RP. Only suitably trained personnel, that includes emergency response, will be involved.*

**RP Signature:**     **Date:**

**WFD Approval**     **Date:**

**For Emergencies Call Wellesley College Campus Police at 781-283-5555**

## **FIRE WATCH**

The fire watch must be trained in the use of fire extinguishers and know the location of the nearest pull station to sound the fire alarm for fire events. The fire watch can only try to extinguish fires which are within the capacity of the extinguishing equipment.

Once the work has been completed, the fire watch remains in the work area for thirty minutes or one hour; this depends on the work being done and the location. All hot work in residential halls will require a one hour fire watch after the work. As appropriate, the inspection should also extend to floors above and below the work area and to adjacent rooms. After one hour, the fire watch signs the form, and leaves it posted. The fire watch then informs the responsible party that the hour is up, who will designate any remaining inspections.

## **SAFE HOT WORK RULES**

- No hot work shall be performed on used drums, barrels, tanks, or other containers until they have been thoroughly cleaned to remove all flammable materials. All materials must be disposed of according to State and Federal requirements. Any pipelines to the drum or vessel must be disconnected or blanked before work can begin.
- All cavities and containers should be purged with an inert gas before performing hot work.
- No work shall be done in a confined space without the permission of the EH&S office.
- Welding cable shall be kept clear of passageways, ladders, and stairwells.

## **CYLINDER HANDLING**

- Acetylene cylinders should always be stored upright because they are partially filled with acetone.
- Wait at least 30 minutes before using a cylinder which has been stored or handled in a non-upright position.
- The outlet line of an acetylene cylinder should be protected with a flash-back arrestor.
- Never exceed the pressure limit indicated by the warning red line of an acetylene pressure gauge.
- Use the correct tubing to transport the acetylene. Some tubing, such as copper, can result in an explosion.

## **PERSONAL PROTECTIVE EQUIPMENT** , at a minimum

- Helmets or hand shields shall be used during all arc welding or cutting.
- Goggles shall be used during all gas welding or oxygen cutting operations.
- Spectacles with suitable filter lenses, but without side shields, are only acceptable for gas welding operations on light work, torch brazing, or inspections.
- All operators and attendants of resistance welding or brazing shall use transparent face shields or goggles to protect their face and/or eyes, as required.
- During all other brazing operations, suitable goggles shall be worn.

## **TRAINING**

Applicable employees will be trained with the contents of this plan and,

1. MA State Fire Codes Cutting and Welding Process (527 CMR 30.0)
2. OSHA to include Welding, Cutting and Brazing, Fire Extinguisher Training, Cylinder Handling, Personal Protective Equipment (PPE) and Emergency Evacuations.

Contractors will ensure that their employees and subcontractors have been appropriately trained for hot work on campus.