

CONTRACTOR'S GUIDE HOT WORK PERMITS

All Contractors hired by UVM Physical Plant who will be using open flame or spark producing equipment must follow UVM's Hot Work Permit policy and have a Hot Work permit issued by the Physical Plant Training & Compliance Office. This requirement encompasses all burning, soldering, cutting, grinding, gas heaters, or salamanders. To obtain a permit contact the UVM Project Coordinator and/or Project Manager. Permits will be issued by the UVM Training and Compliance Office provided the conditions set forth on the permit are met.

Please be advised that such permits are not issued on an around the clock basis. Rather, Hot Work permits will only be issued Monday-Friday 7:00am - 3:00pm unless there is an emergency condition. Please be further advised that separate Hot Work permits for all work occurring on weekends or holidays will be required. Under normal circumstances a permit will be written to expire daily. If work has not been completed a new permit shall be issued. Please contact the UVM Project Coordinator/Manager

Ensure that a fire watch, equipped with appropriate fire extinguishment equipment, is assigned and is present whenever you are burning, welding, soldering, cutting or grinding. Those persons assigned as fire watch must be trained in the use of fire extinguishers and know all appropriate emergency procedures. Properly inspected fire extinguishers must be provided by the contractor prior to the issuance of a Hot Work permit. UVM owned fire extinguishers shall not be removed from their location and shall not be used by the contractor.

Maintain a fire watch at least 30 minutes after the job is completed for the day or as specified by the Contract Documents or the Physical Plant Training & Compliance Office.