



## Minimum Standard for Hot Work Activities

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<b>Purpose:</b>	To inform people of the minimum safety standards that must be met before, during and after hot work activities at Vessel Works.
<b>Definitions:</b>	Hot Work: any activity or process that generates a source of ignition, this could be through a flame, heat or a spark. This definition excludes the regular use of cooking equipment i.e. gas stove top. At Vessel Works, Hot Work also includes the generation of hot sparks, swarf or chips that could travel outside of the immediate work area.
<b>Minimum Standards:</b>	<ul style="list-style-type: none"> <li>• Activity cannot be carried out without prior approval by Vessel Works.</li> <li>• Risk assessment must be carried out before beginning work, which includes:             <ul style="list-style-type: none"> <li>○ Consideration of surrounding area and work activities</li> <li>○ Combustible items have been removed/isolated from work area</li> <li>○ Proximity of flammable hazardous substances has been assessed</li> <li>○ Appropriate worker protection (i.e. vented welding mask)</li> <li>○ Deciding if fire watch is needed after work is completed</li> <li>○ Emergency Equipment to be provided (at hand)</li> </ul> </li> <li>• Hot work debris must be contained and cleaned up quickly to prevent dust, shavings, sparks etc. from travelling outside the immediate work area.</li> <li>• Emergency scenarios must be prepared for and processes must be relevant to the level of risk of fire or explosion.</li> <li>• Equipment being used must be fit for purpose and recently serviced/certified (where applicable).</li> <li>• Activity must only be carried out by competent person.</li> <li>• When hot work is being conducted on a fuel tank or in a confined space an emergency plan must be provided to vessel works.</li> </ul>
<b>Further Information:</b>	<a href="https://www.worksafe.govt.nz/topic-and-industry/hot-work-on-tanks-and-drums">https://www.worksafe.govt.nz/topic-and-industry/hot-work-on-tanks-and-drums</a> <a href="https://www.worksafe.govt.nz/topic-and-industry/welding">https://www.worksafe.govt.nz/topic-and-industry/welding</a>
<b>Competency:</b>	<i>Competent person:</i> is someone that has the appropriate knowledge and skills to carry out a particular task. This may be acquired through training, qualification, experience, or a combination of these. If the person carrying out the work is not deemed competent, they must be closely supervised by a competent person.

## Declaration

I declare that the above minimum standards will be complied with while this work activity is carried out.

<b>Company:</b>		<b>Vessel:</b>	
<b>Name:</b>		<b>Contact No.:</b>	
<b>Signature:</b>		<b>Date:</b>	

## Vessel Works Approval

(to be completed by Vessel Works Staff)

Checklist	✓ / ✗
1. Are there any other known activities happening in the vicinity that could be incompatible (increase safety risk)?	
2. Is hot work being completed on a fuel tank or in a confined space? If so, has an emergency plan been provided to Vessel Works?	



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3. Is the Hot work/welding being completed in a confined space? (MS confined space to be completed)

<b>Approved By:</b>			
<b>Signature:</b>		<b>Date:</b>	