

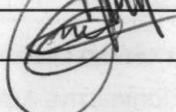
# THENJIWE SUPPLIES & REPAIRS

Reference Number	TSR/SOP/005
Implementation Date	03.12.2018
Revision / Amendment Number	0
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## SAFE OPERATING PROCEDURE FOR HOT WORK



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	Position / Name	Signature	Date
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**1. PURPOSE**

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This purpose of this procedure is to prevent harm or injury occurring employees, equipment or environment as a result of hot work being performed within THENJIWE SUPPLIES & REPAIRS premises and/or projects.

### 2. SCOPE

This procedure shall be applicable to every person performing hot work for or on behalf of THENJIWE SUPPLIES & REPAIRS

### 3. RESPONSIBILITIES

**Management –**

- Ensure that this procedure is developed, implemented and maintained.
- Ensure that equipment used during hot work is maintained.
- Ensure that appropriate employees training process is implemented.

**Employees –**

- Adhere to this hot work procedure at all times.
- Ensure a completed hot work permit is kept at location where hot work is performed.
- Ensure appropriate PPE is worn.
- Report any incident to immediate supervisor or line manager.

### 4. PPE REQUIREMENTS

Gloves	
Hard hat	
Safety shoes	
Safety goggles	
Overall	

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Dust mask (Depending on area)	
Ear Protection	

## 5. GENERAL



## 6. PROCEDURE

- A hot work permit must be issued by an authorised person before any hot work is performed.
- Hot work must only be performed at the time period stated in the hot work permit.
- A new hot work permit must be applied for to be obtained should the hot work extended beyond the stated period as in the existing hot work permit.
- Only competent and trained person must undertake any hot work.
- Personal protective Equipment (PPE) for the type of work as identified during risk assessment must be used.
- When hot work is performed or executed, consideration must be made on the wind direction, the worker must be in a position where the body back faces the wind and body front faces the work.
- Work area inspection must be conducted were hot work is to be executed.
- The hot work area must be isolated and/or barricaded from any other site.
- The provision of safe entry and exit from hot work area must be made.
- Only use non-flame proof lighting, switches, plugs and/or sockets on during hot work.
- Careful observation and control must be made for any fire hazard – remove any combustible material from any place near to where hot work is to be performed.
- If the fire may start during hot work, stop work and try extinguishing the fire.

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- After the hot work has been completed, post-inspection must be carried out to ensure that there are no smouldering materials.
- No hot work activity must be conducted if the following is not in place:
  - ✓ Hot work permit;
  - ✓ Risk Assessment;
  - ✓ PPE;
  - ✓ Competent Person for Welding;
  - ✓ Ventilation control.

### 7. REFERENCE

Occupational Health & Safety Act (85 of 1993) and regulations as amended  
General Safety Regulations  
Construction Regulation 2014

### 8. SUPPORTING DOCUMENTS

Baseline Risk Assessment