

Standards of Practice

Hot Work Activities in Agricultural Operations

Document Authority:	EH&S Coordinator	Document Custodian:	EH&S Coordinator
Effective Date:	10.01.16	Issuing Department:	College of Agriculture EH&S
Next Review Date:	10.01.19	Control Tier:	II
Document Number:	HW001		

The purpose of this procedure is to identify, document, and mitigate health, safety and environmental hazards associated with hot work activities in agricultural operations. It covers hot work activities that KSU's College of Agriculture can control and over which it can be expected to have an influence. These activities include, but are not limited to training, communications, and the safe operation of the equipment. Ignoring this procedure could result in serious injuries and/or property damage.

For each item put an 'X' for Yes, No or N/A. Be sure to retain all documentation regarding inspections, including findings and corrective actions taken, for a minimum of 3 years. Contact EH&S at agsafe@ksu.edu for questions or additional information.

Y	N	N/A	RESPONSIBILITIES
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. Implement controls to eliminate or greatly reduce the hazards generated by their work, for the protection of other University employees, students and visitors?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. Supervisors, whose employee(s) engage in hot work, should verify that hazards are controlled so as not to present an exposure to employees, students and visitors?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. Supervisors should also verify the employee(s) they designate to perform hot work, utilizes the necessary procedures and equipment, so as to minimize that employee's own exposure to the hazards generated?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4. The University will provide the necessary equipment to control the hazards generated by hot work, when the work is performed by University employees?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5. Supervisors, employees, and students engaged in hot work need to be trained to work safely?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6. Cutting and welding operations are restricted to properly trained and authorized individuals only?

Y	N	N/A	EMERGENCY EQUIPMENT
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7. Appropriate fire extinguisher for the hazard is present, charged and inspected?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8. For outside work, provide an adequate supply of water to suppress fires that may occur?

Y	N	N/A	PERSONAL PROTECTIVE EQUIPMENT (PPE)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9. PPE specifically designed for hot work should be provided to and utilized by staff performing the hot work?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10. If personal air sampling is needed to determine exposure(s), contact the EH&S Office at 713.835.0431.

Y	N	N/A	FIRE SAFETY
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11. Combustible materials are at least 35 feet from work site or flame proof curtains or covers are provided?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	12. For outside work, wet the area down prior to cutting or welding?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	13. For outside work, contact the local fire authority and advise them of the planned hot work activities?

Y	N	N/A	HAZARDOUS MATERIALS/WASTE
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	14. All hazardous materials stored in secondary containment free of spilled material?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	15. Containers are labelled with the word "Hazardous Waste"?

Y	N	N/A	GAS CYLINDERS
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16. Compressed gas cylinders should be secured and away from heat sources?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17. Oxygen and fuel cylinders should be stored separately with protective valve caps in place when not in use?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	18. Regulators must be compatible with the cylinder and its contents?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	19. Brittle tubing or any other equipment with evidence of cracking has been replaced?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	20. Empty or unused gas cylinders have been returned to the supplier or disposed of?

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HOT WORK PERMIT

This Hot Work Permit is valid only for a specific College of Agriculture Supervisor or Contractor on the specific day(s) approved. A separate Hot Work Permit must be requested and approved for each hot work activity.

Project Description:

Responsible COA Department:						
Contractor/Subcontractor:	Name: Street Address: City, State, Zip Phone:					
Responsible Project Manager/Supervisor Issuing the Hot Work Permit:						
Type of Hot Work:	<input type="checkbox"/>	Welder	<input type="checkbox"/>	Torch	<input type="checkbox"/>	Grinder
Location of Hot Work:						
Date(s) of Hot Work:						
KSU COA Project Manager/Supervisor Signature and Date:						
KSU Employee or Student/Contractor Conducting the Hot Work Signature and Date:						
(Outside Hot Work Activity) Delivered to Local Fire Authority:						

Revision Log			
REVISION DATE	REVISION NO.	REVISION AUTHORITY	NATURE OF REVISION
04/21/2016	0	EH&S Coordinator	Date of Original Document Issuance

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Printed documents are UNCONTROLLED.
Prior to relying on a printed document, verify that it is current.