

## Hot Work- Key Safety Measures to prevent Fire Accident

1. **Good housekeeping** shall be maintained. All **combustible/inflammable materials** shall be segregated from the hot work area.
2. **Permit-to-Work system** shall be implemented by the contractor. The spot and the time allowed for hot work are fully aware. **Smoking** shall be **prohibited** on the spot. Warning Notice shall be posted for co-ordination, in particular with other construction trades in the vicinity of the spot. For hot work **within an occupied building**, the contractor shall **co-ordinate effectively with the building management** in advance to alleviate the impact of hot work upon the building occupants.
3. **Certified and suitable extinguishers** shall be available at the spot of hot work. They should be regularly checked and well maintained. Effective **fire alarm system** or provisions (e.g. fire gong) and **coordination with the representatives of the building under works or neighbour** (e.g. school) should be arranged.
4. **Competent workers with valid certificates** shall be assigned for the hot work. A **competent person on spot** should also be assigned to be responsible for the overall hot works. Safety training shall be provided on how to operate the fire extinguisher.
5. With gas cylinders for **flame cutting works**, **proper fittings** including flash-back arrestors shall be provided. The number of gas cylinders on the site shall not exceed the exempted quantities. Otherwise, they should be kept within a **dangerous goods store**.
6. For **electric arc welding**, the electrical system including the power source, the equipment and the wiring shall be checked for their integrity. The **sparks** generated shall be **confined and under control**.
7. After the hot work, the assigned competent person and competent workers shall check that **no heat source** has been **left**. Fire patrol shall be conducted by the supervisory staff of the contractor on the spot (e.g. fire marshal) after completion of hot work.
8. The contractor shall provide **adequate and competent staff resource**, in particular the Safety Supervisor/Site Representative, to **closely supervise and monitor the hot work**.
9. Effective **emergency procedures and emergency team** shall be established by the contractor on site. **Fire escape plan and emergency contact number** should be posted up on the prominent places on site (e.g. within the staircase). The contractor shall let his workers familiarize with the emergency procedures including reporting during the site specific induction training.
10. **Fire drill** should be regularly conducted on site with evaluation of its effectiveness after the drill.

Note: The above may not be exhaustive. When a hot work of high risk has to be conducted, a method statement with specific risk assessment should be developed and submitted by the contractor for consideration of the project team.