


PTW CHECKLIST - NO. 01	Title: Hot Work 1 (includes welding, grinding and all other positive ignition sources)	
Owner: Permit System Manager		
Approver: Permit System Manager	Max Validity Period: 5 years	
Permit No.:	Date:	

Latest Rev	Date	Details	Authorised By
4.1	Oct 2019	Inclusion of earth bonding for Welding machines and min. wind speed	M Birdsall
5.0	July 2021	Full revision	M Birdsall
6.0	Dec 2023	Update to include guide on SFAIRP demonstration	T Lindsay
7.0	24/06/2024	Update to include involving Mechanical TA if cutting or welding equipment that has been in hydrocarbon service. Link to HRA added	T Lindsay


Other Checklists That May Be Relevant: 7, 27, 50, 58, 70

For associated health information go to [NZ HSSE Health Risk Assessment](#)

NOTE: No specific check sheet required for heater lighting (ensure start up procedure attached to permit).

PRIOR TO PERMIT ISSUE:

		Tick when done		
		Y	N	NA
1.	The NZ HSSE Health Risk Assessment has been reviewed for relevant health hazards and controls and these included in the JHA.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Have all alternatives been considered to eliminate the requirement for HW1 Activity?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3a.	Does work involve cutting or welding process piping or equipment that has been in hydrocarbon service?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3b.	If answer to above is "Yes" confirm Mechanical TA has been consulted to ensure best practice cut and weld procedures have been developed and are being used. Name of TA: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4a.	For HW1 in a Hazardous area zone 0, has the system to be worked on been positively isolated, depressurised, drained, purged and vented?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4b.	For HW1 in a Hazardous area zone 1 or 2, has the facility been shut down, isolated and depressurised OR is the work to be carried out inside a pressurised habitat?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4c.	If the answer to 4a OR 4b above is No an OMV NZ Hot Work 1 SFAIRP Demonstration form has been completed and attached to this permit. Hot Work 1 Checklists OMV.nz	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Note: HW1 in a non-hazardous area only requires a completed JHA				
5.	A dedicated competent fire watcher is appointed and instructed to be in attendance at all times, until relieved or stood down by the PICWS? Name: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Consider need to isolate or inhibit fire and gas detection and the implications of doing so.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	Portable welding machines have an earth lead bonded to the machine body that is able to be connected to an earthing point.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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PRIOR TO COMMENCING TASK:

		Tick when done		
		Y	N	NA
8.	Are all barriers, spark/flash signage and containment equipment in place to protect people and plant?	<input type="checkbox"/>		<input type="checkbox"/>
9.	Grinder has suitable safety guards in place, disc is suitable for the grinder speed and the work material.	<input type="checkbox"/>		<input type="checkbox"/>
10.	Additional eye protection i.e. face shield available at worksite?	<input type="checkbox"/>		<input type="checkbox"/>
11.	Identify method of power source isolation	<input type="checkbox"/>		<input type="checkbox"/>
12.	Suitable ventilation or respiratory protection in place to manage fumes.	<input type="checkbox"/>		<input type="checkbox"/>
13.	Are gas cylinders protected from damage, secure, positioned outside work area and the following have been checked?	<input type="checkbox"/>		<input type="checkbox"/>
	• Flash back arresters are fitted (if using flammable gas).	<input type="checkbox"/>		<input type="checkbox"/>
	• Non-return valve is fitted at the torch.	<input type="checkbox"/>		<input type="checkbox"/>
	• Hoses are taped together (but not more than 25mm in any 200mm length).	<input type="checkbox"/>		<input type="checkbox"/>
14.	A dedicated fully charged portable fire extinguisher is available at the worksite?	<input type="checkbox"/>		
15.	A hose, pressurised to the nozzle, is ready and available for use at the worksite? On completion of hot work, damp down the area. (If NA, then they must be approved by Permit Issuer).	<input type="checkbox"/>		<input type="checkbox"/>
16.	Wind speed is confirmed to be above 5kts and the up-wind HC hazard potential has been reviewed and noted on JHA Hazard of the Day.	<input type="checkbox"/>		

AT COMPLETION OF TASK:

		Tick when done		
		Y	N	NA
17.	At completion of hot work, the following should be checked:			
	1. Torches isolated at gas cylinder, key removed, and hoses depressured.	<input type="checkbox"/>		<input type="checkbox"/>
	2. Area has been damped down and/or monitored for an appropriate time to ensure residual heat/ignition sources have dissipated.	<input type="checkbox"/>		<input type="checkbox"/>