

Hot work and energy isolation permit

A permit for **one hot work job that also needs energy isolation** (lock and tag, and blinds or spades): welding, cutting, grinding or any other source of ignition on or near equipment that holds, or has held, flammable material. It brings together the permit and job, the isolation list, the blinds register, the flammable gas and vapour test record, the fire watch and the area precautions, suspension, hand-back, removal of locks and blinds, and cancellation. It is **not the general permit to work** (use the permit to work template for the job itself, issued as well where the job needs it), it is not a confined space entry permit, and it is not a record of a bypassed safety device or an approval of a change to the plant (use the safety device bypass record and management of change). **Any hot work permit that your site procedure or the law requires takes precedence over this form.** The form prints no gas limit, no distance and no time: your procedure sets each one, and you write it, with its source, where the form asks. A permit does not make the job safe: the precautions have to be taken. Keep a copy at the job. General template, not legal advice.

1 Permit and job

Permit number	Date and time issued	General permit number or work order (and adjacent work or SIMOPS review reference)
Location and equipment (area, unit, tag number)		
Description of the work (what hot work, on what, and its limits: what is not covered)		
Kind of hot work ☐ Welding ☐ Flame cutting ☐ Grinding or abrasive cutting ☐ Open flame or heating ☐ Other spark or heat source		
Valid from and to (date, time)	Performing authority (company or department)	Number of people

2 Other permits this job needs, and precedence

Other permits this job needs (tick each that applies) ☐ General permit to work ☐ Confined space entry ☐ Electrical isolation or high voltage ☐ Breaking containment ☐ Work at height ☐ Excavation ☐ Other
Numbers of the other permits, isolation certificates and the site hot work permit this permit refers to

This is not the general permit. Where a hot work permit is required by your procedure or the law, it is issued as well and takes precedence over this form. Adjacent work that could be affected (SIMOPS) has been reviewed: record the reference above.

3 Hazards and precautions

Hazards, including residual ones (trapped pressure, residues, adjacent plant) and those the work creates	Precautions needed and who took them (name or initials, time)	Action in an emergency

Can the hot work be avoided (cold cutting, mechanical joint)? ☐ Considered, not practicable ☐ Alternative used	Protective equipment (PPE) and other equipment required
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4 Isolation list (lock, tag and verification)

Each energy source and process line the job touches: one row per isolation point. The isolating person writes the lock and tag numbers; a different check shows it holds (try to start, bleed or vent, gauge). Number each lock and tag on the point.

No	Point and tag	Energy or medium, and how isolated	Lock no.	Tag no.	Applied by (name, time)	Verified by (name, time)	Verification test and result
1							
2							
3							
4							
5							
6							

Stored and residual energy relieved (pressure, heat, flow, height) ☐ Yes ☐ N/A	Re-proved after any break, shift change or unattended period ☐ Yes ☐ N/A	Contractor or group lock box used (lock box no.)
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5 Blinds and spades register (positive isolation)

No	Line and tag	Rating or class of the blind (from the line specification)	Type (spade, spectacle blind, blank flange, spool removed)	Installed by (name, time)	Proved tight (test, by, time)	Vent or drain checked before removal (by, time)	Removed by (name, time)
1							
2							
3							
4							

Blind list and the piping drawing updated at installation and at removal ☐ Yes ☐ N/A	Entered on the blind list by (name, time)
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6 Flammable gas and vapour test record

Limit for this job and its source (the form prints none: write the value, the unit, the document and its date)

Test instrument and its check: make and serial no.	Calibration due date	Bump or function test done today (time, result, by)
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Samples taken at (tick) ☐ Work point ☐ Top, middle and bottom of large equipment ☐ Inside the line or vessel ☐ Surrounding area	Retest interval and continuous monitoring
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Test before the work starts, after any break and at the interval written above. Oxygen is read first, then flammable gas, then toxic gas (the order of the US permit-required confined space rule; your procedure sets yours). Stop the hot work if a reading is outside the limit written above.

Time	Location or sample point	O ₂ (unit)	Flammable gas (% LEL)	H ₂ S (unit)	Benzene (unit)	Other gas (name, unit)	Within the limit? (Y/N)	Tester (name)

7 Fire watch, extinguishers, and area cleared or protected

Extinguishers and area cleared or protected	Yes	N/A	Entry (name, type, time)
Combustibles removed from the area, or covered with fire-resistant covers (distance set by your procedure: write it)	☐	☐	
Floor and wall openings, cracks and ducts that sparks could enter covered or sealed	☐	☐	
Drains, sewers and pits near the work covered or sealed (distance set by your procedure: write it)	☐	☐	
Other side of metal walls, partitions and decks checked for combustibles	☐	☐	
Extinguisher of the right type at the work point (type, size, position) and fire blanket or cover at hand	☐	☐	
Escape route briefed, muster point known, communication with the control room established (radio channel)	☐	☐	

Fire watch named	Trained in the extinguisher and the alarm (confirmed by) ☐ Yes	Fire watch stays after the work for (minutes set by your rule: write it, and its source)
Hot work finished at (time)	Fire watch ended at (time)	Area inspected for smouldering material, slag and debris (by, time)

8 Issue and acceptance

Issuer: I have examined the work site. The isolations in section 4 and 5 are made and verified, the gas tests in section 6 are within the limit written, and the precautions in sections 3 and 7 are in place, except those that can only be taken during the work, and the receiver has been told of them. **Receiver:** I understand the work, its limits, the hazards and the precautions, and everyone in section 9 has been told. Nobody issues a permit to themselves. Add the further approvals your procedure asks for.

Role	Name	Signature	Date and time
Issuing authority			
Performing authority (receiver)			
Fire watch			
Gas tester			
Isolating person (lock and tag applied)			
Operations lead			
Process engineer			
HSE representative			
Maintenance lead			
Site manager (final approval)			

9 People working under this permit

Name	Role or trade	Signature (has read and understood the permit)	Time in	Time out

10 Suspension, handover and re-validation

A suspended permit stays live until it is cancelled: isolations, locks and blinds may still be in place, and gas can return. Work restarts only after the issuer has re-checked the site and re-validated the permit, or issued a new one.

Suspended at (date, time)	Reason (alarm, break, change of scope, shift end, gas reading outside the limit)	State left (isolations in place, blinds fitted, fire watch kept)	
Before restart	Yes	N/A	Entry (name, time, new expiry or new permit no.)
Isolations and blinds checked still in place and proved (list in sections 4 and 5)	☐	☐	
Area re-inspected; fire precautions in section 7 still in place	☐	☐	
Flammable gas and vapour tests repeated before restart (record in section 6)	☐	☐	
Incoming receiver and fire watch briefed (shift handover) and the permit re-validated, or new permit number written	☐	☐	

11 Hand-back, removal of locks and blinds, and cancellation

Tick in the order done and write the time. Where several permits share an isolation point, your procedure defines the sequence of reinstatement: write the order used if it differs from this one.

Hand-back and removal (in order)	Yes	N/A	Entry (name, time)
1 Work complete (receiver confirms); tools and people out; area inspected; post-work fire watch kept as section 7	☐	☐	
2 Plant integrity confirmed before the isolations are removed; other permits that share the isolations checked	☐	☐	
3 Blinds and spades removed after the vent or drain behind each was checked; each entered in section 5; drawing and blind list updated	☐	☐	
4 Locks and tags removed, each by the person who applied it (any other removal follows your written procedure); section 4 completed	☐	☐	
5 People who were affected told that the isolations are removed; operations accepts the return of the plant (name)	☐	☐	
6 Tested and recommissioned; permit cancelled; all copies collected and filed with the tests and the isolation list	☐	☐	

Role	Name	Signature	Date and time
Receiver: work complete, area handed back			
Issuer: work complete, plant ready for testing			
Cancellation: tested and recommissioned			