

**UNIVERSITY OF ROCHESTER  
ENVIRONMENTAL HEALTH & SAFETY**

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| <b>Policy No.: FS009</b>          | <b>Approved by: Mark Cavanaugh</b> |
| <b>Title: Hot Work Policy</b>     | <b>Date: 8/25/2020</b>             |
| <b>Revision No.: 3</b>            | <b>Page 1 of 1</b>                 |
| <b>Prepared by: Patty Bardeen</b> |                                    |

**I. PURPOSE**

This policy establishes a system of controls within the University of Rochester that will allow work involving possible sources of ignition to be carried out safely, eliminating the danger of fire to surrounding areas in accordance with NYS Fire Code Chapter 35, OSHA laws and good practices. This policy requires all employees and contractors follow procedures to obtain a hot work permit before performing any hot work, which includes, but is not limited to welding, brazing, soldering, torch cutting, chipping, grinding and any other task that generates sparks or heat.

A hot work permit is the means by which the Environmental Health and Safety Department, Fire Safety Unit of the University of Rochester can keep track of activities that pose a risk and involve hot work. The hot work procedure provides a checklist for fire safety, teaches and reminds contractors and Facilities of their safety responsibilities before, during and after any hot work is performed.

**II. REVISION HISTORY**

| Date      | Revision No. | Description             |
|-----------|--------------|-------------------------|
| 11/2013   | 1            | Creation of Policy      |
| 8/8/2017  | 2            | Triennial policy review |
| 8/25/2020 | 3            | Triennial policy review |