



**WEYMOUTH HARBOUR – HOT WORK PERMIT**

**Job Information:**

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| --- | --- |
| Location: | Vessel Name (if applicable): |
| Description of work to be undertaken: |

**Contractor Information:**

|  |  |
| --- | --- |
| Name: | Company: |
| Address: | Email: |
| Telephone: | Mobile: |

**Note: None of the above works are to be started without notifying the Harbour Office**

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| --- | --- |
| 1. Area clear of dangerous/combustible materials/liquids?
 | Yes No |
| 1. Any combustible materials/liquids covered or shielded?
 | Yes No |
| 1. Adjacent areas clear of dangerous/combustible materials/liquids?
 | Yes No |
| 1. Area of work adequately ventilated?
 | Yes No |
| 1. All ‘hot work’ equipment in good order?
 | Yes No |
| 1. Is there a designated Area Supervisor?
 | Yes No |
| 1. Is there a lookout or assistant? (lone working)
 | Yes No |
| 1. Adequate shielding available to protect members of the public?
 | Yes No |
| 1. Adequate insurance cover in place for the work being undertaken?
 | Yes No |
| 1. Risk assessments completed?
 | Yes No |

|  |
| --- |
| Details of any site specific risks, special conditions, or precautions needed: |
| Work commences when? | Date | Time |
| Works finishes when? | Date | Time |
| I have personally examined the above precautions and am satisfied that all necessary safety arrangements have been taken and will be maintained for the duration of the work.I will immediately report to Weymouth Harbour any incident accident or dangerous occurrence.I will inform Weymouth harbour when works are complete. |
| Name: | Signature: | Date: |

**Fire Watch**

Work areas and all adjacent areas to which sparks and heat might have spread **must be inspected immediately and for at least 30 minutes after the work has been completed to be found fire safe.**

**To be completed by Weymouth Harbour**

|  |  |  |
| --- | --- | --- |
| Permission Granted:  | Signature: | Date: |
| Permission Refused:  |

**We are committed to protecting your personal data; our Privacy Notice can be found on our** [**website**](http://www.weymouth-harbour.co.uk/fcimages/files/Weymouth%20Harbour%20GDPR-%20Privacy%20Notice%20-%202018_05_24.pdf) **or please ask for a copy.**

**Harbour Masters Office, 13 Custom House Quay, Weymouth. Dorset DT4 8BG**

**Email:** weymouthharbour@dorsetcouncil.gov.uk