Hot Work Permit

Part 1 of 2 · Valid for one shift unless otherwise stated

HSE ADVISOR CANADA
hseadvisor.ca

Company: _____ Site / facility: _____

Permit number: _____ Location of work: _____

Date: _____ Valid from / to: _____

A. THE WORK

Description of work:

_____

Equipment or system: _____ Work order: _____

Type:

_____

(welding, cutting, grinding, brazing, open flame, spark-producing tool, other)

Performed by: _____ Company: _____

B. PRE-WORK HAZARD CONTROLS

CONTROL	CONFIRMED BEFORE WORK STARTS	Y / N / N-A	EVIDENCE OR GAP
Alternative to hot work considered	Cold cutting, mechanical fastening or removal to a designated hot work area was considered and rejected for a recorded reason.		
Area cleared of combustibles	Combustible material removed to a safe distance or protected with fire blankets.		
Openings covered	Drains, ducts, floor openings, cracks and conveyors covered or sealed.		
Flammable process isolated	Adjacent process lines and vessels isolated, drained and purged as required.		
Sewers and drains protected	Vapour path from drains considered and controlled.		
Fire suppression at hand	Correct extinguisher type present and in date; hose or suppression available as required.		
Ventilation adequate	Fume extraction and general ventilation adequate for the process and space.		
Barriers and signage	Area barricaded; screens in place to protect other workers from arc flash and sparks.		
Simultaneous operations reviewed	Other work in the area reviewed for conflict.		

C. ATMOSPHERIC TESTING

Test immediately before work starts and at the frequency set below. Record every test — a permit without test times is not evidence of anything.

TIME	LEL %	OXYGEN %	H_2S / TOXIC	TESTER INITIALS	RESULT

Detector make / serial: _____ Bump test / calibration date: _____

Re-test frequency required: _____ Continuous monitoring in place: _____

> **Stop work** if any reading moves outside the acceptable range set by your site procedure, if the detector alarms, or if conditions change. Re-test and re-authorise before restarting.

D. FIRE WATCH

REQUIREMENT	WHAT GOOD LOOKS LIKE	Y / N / N-A	EVIDENCE OR GAP
Fire watch assigned	A named person, not an additional duty for the welder.		
Trained and equipped	Trained in extinguisher use and alarm raising; extinguisher in hand.		
Present throughout	Present for the whole of the work, including breaks.		
Post-work monitoring	Continues for the period required by your site procedure after work ends, then checks again before leaving.		
Means of raising alarm	Radio or alarm point confirmed working before work starts.		

Fire watch name: _____ Post-work watch duration required: _____

Watch ended at: _____ Final area check by: _____

E. AUTHORISATION — WORK MAY NOT START UNTIL ALL THREE SIGN

_____ _____

PERMIT ISSUER (COMPETENT PERSON) DATE / TIME

_____ _____

PERSON PERFORMING THE WORK DATE / TIME

_____ _____

AREA AUTHORITY / OPERATIONS DATE / TIME

_____ _____

FIRE WATCH DATE / TIME

F. PERMIT CLOSURE

- [ ] Work complete or suspended, and the area left safe
- [ ] Post-work fire watch completed and area re-checked
- [ ] Equipment and tools removed; barriers cleared
- [ ] Isolations removed under Part 2, or handed over in writing
- [ ] Area returned to operations

CLOSED BY

DATE / TIME

ACCEPTED BY OPERATIONS

DATE / TIME

Energy Isolation Register

Part 2 of 2 · One line per isolation point

Permit number: _____ Equipment / system: _____

Isolation performed by: _____ Date: _____

A. ENERGY SOURCES TO ISOLATE

Tick every source present. An isolation that misses one source is not an isolation.

- ☐ Electrical — including control circuits and backup or standby supply
- ☐ Process fluid or gas — including flammables and toxics
- ☐ Hydraulic
- ☐ Pneumatic / compressed air
- ☐ Steam or hot fluid
- ☐ Mechanical — springs, counterweights, suspended loads, rotating mass
- ☐ Gravity — raised equipment or stored material
- ☐ Thermal — residual heat or cold
- ☐ Chemical — reaction or accumulation
- ☐ Other: _____

B. ISOLATION POINT REGISTER

#	ISOLATION POINT / DEVICE	ENERGY TYPE	METHOD (LOCK, BLIND, SPADE, DISCONNECT)	LOCK / TAG ID	APPLIED BY	VERIFIED BY

C. STORED-ENERGY RELEASE AND VERIFICATION

REQUIREMENT	WHAT GOOD LOOKS LIKE	Y / N / N-A	EVIDENCE OR GAP
Stored energy released	Pressure bled, springs relaxed, capacitors discharged, loads lowered or blocked.		
Drain and vent open	Left open where the procedure requires, to prove and maintain the isolation.		
Zero-energy verified at the work point	Verified by test at the point of work — try-to-start, gauge reading, or instrument test.		
Verification method recorded	How zero energy was proven, not just that someone says it was.		
Personal locks applied	Every worker on the job has applied a personal lock to the group device.		

Zero-energy verification method used:

_____

Verified by: _____ Time: _____

> **Verification is the step that gets skipped.** A lock on a device proves a lock was applied. Only a test at the point of work proves the energy is gone.

D. WORKERS HOLDING LOCKS

NAME (PRINT)	LOCK ID	LOCK APPLIED	LOCK REMOVED	SIGNATURE

E. DE-ISOLATION AND RETURN TO SERVICE

- ☐ Work complete and tools accounted for
- ☐ Guards and covers refitted
- ☐ All personnel clear and warned that energy is being restored
- ☐ All personal locks removed by the person who applied them
- ☐ Blinds and spades removed and recorded
- ☐ Equipment tested and returned to operations

_____ _____

DE-ISOLATION BY DATE / TIME

_____ _____

ACCEPTED BY OPERATIONS DATE / TIME

REFERENCES

Standards: CSA W117.2:25, Safety in welding, cutting, and allied processes (8th edition); CSA Z460:20 (R2025), Control of hazardous energy — Lockout and other methods (3rd edition).
Lockout requirements (confirm the current text for your work): Ontario, Reg. 851 (Industrial Establishments), ss. 75–76; British Columbia, OHS Regulation Part 10 (De-energization and Lockout); Alberta, OHS Code Part 15 (Managing the Control of Hazardous Energy).

Want help applying this?

Our consultants (CRSP Certified · COR & ISO 45001 Lead Auditors) can adapt this to your workplace or review your safety program with you.

(647) 620-5278 · **info@hseadvisor.ca** · **hseadvisor.ca/contact**

Hot Work & Energy Isolation Permit Template · Version 1.1 · Reviewed October 2026 · HSE Advisor Canada. Free to use and adapt. General guidance, not legal advice.

Scan to contact us