

CS ENERGY PROCEDURE FOR  
**HOT WORK**  
**CS-PTW-01**

Responsible Officer: Trevor Hudson

Approved : General Manager Production

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## 1. Purpose

The purpose of this procedure is to outline the actions and responsibilities to minimise the risk of injury from fire or explosion as a result of Hot Work

## 2. Scope

This procedure applies to all personnel, including on site contractors, at all CS Energy sites carrying out work, outside the maintenance workshops or other designated areas, that includes:

- ◆ Thermal cutting e.g. oxygen – acetylene, plasma cutting
- ◆ Welding process e.g. MIG, TIG, arc
- ◆ Brazing/Soldering
- ◆ Hot friction devices e.g. grinders, abrasive cutters
- ◆ Use of electrical tools in a Hazardous Area

### 3. Actions

#### **NO HOT WORK IS TO BE CARRIED OUT**

outside a Designated Area

#### **WITHOUT A HOT WORK PERMIT**

[All requirements of the Hot work Permit Checklist \( Form S0010\) must be completed and checked off prior to hot work being done.](#)

#### 3.1 The Site Manager

Is responsible for:

- ◆ ensure that all employees involved in Hot Work, including contractors, are trained in the use of Hot Work procedures.
- ◆ ensure a risk assessment has been carried out before approving a Designated Area

#### 3.2 The Officer in Charge of Work (OIC)

is responsible, in conjunction with the work party, for:

- ◆ determining if a Hot Work Permit is needed as part of the initial risk assessment of the work. If so, then a Permit to Work (PTW) must be obtained. If after work has started a change in the work requirements involves Hot Work this procedure must be followed.
- ◆ following the steps and completing the Pre-work tick boxes on the Hot Work Permit Checklist form (ref Form S0010) . This will require a physical inspection of the work area including both above and below.

Note: If the requirements of the checklist cannot be met ensuring that other effective controls are put in place. Eg.: Cannot remove flammable materials such as cooling tower timbers have a fire watch process in place with adequate fire suppression available.

- ◆ ensuring the prepared Checklist reaches the SPTW Officer so the Application for a PTW can be processed.
- ◆ following the steps and completing the During work and Post work tick boxes on the Hot Work Permit Checklist form.
- ◆ ensuring the work party fully understand and comply with the requirements of the Hot Work Permit
- ◆ arranging any after hours fire watch.

#### 3.3 The Air Quality Tester

The Air Quality Tester must:

- ◆ ensure the meter being used was calibrated within the previous six (6) months.
- ◆ advise the OIC immediately when a high level of oxygen or a positive LEL reading is taken.
- ◆ be competent to do the testing.

### 3.4 Senior PTW Officer(SPTW)

The Senior PTW Officer must ensure:

- ◆ the PTW Special Precautions is completed
- ◆ the Hot Work Permit check list is signed and attached to the PTW.
- ◆ any after hours fire watch is carried out

### 3.5 Work Party

The Work Party is responsible for:

- ◆ Following the requirements of the Hot Work Permit
- ◆ Notifying the Senior PTW Officer and the OIC of any change in the conditions associated with the work which affects the Hot Work Permit or requires the issuing of a Hot Work Permit

## 4. Definitions

**Officer in Charge of Work (OIC)** : The Officer in Charge of Work is a competent and authorised person who is in charge of the work, access to the work area and where applicable a Work party which is operating within a specific PTW isolation. The OIC is responsible for the PTW once issued and must surrender the PTW on completion of work.

**Permit to Work (PTW)** : The Permit to Work document including the Isolation sheet and any other attachments that give official authorisation for work to be carried out on specified equipment.

**Senior PTW Officer (SPTW)** : The Senior person on shift who is a competent and authorised person and who supervises the PTW System

**Lower Explosion Limit (LEL)** - in relation to a flammable contaminant, the concentration of the contaminant in air below which the propagation of a flame does not occur in contact with an ignition source

**Designated Area** – This is a clearly identified area for which a risk assessment has been done and approval received from the site Manager stating the area is safe to carry out normal hot work processes.

## 5. Reference Documentation

NFPA 51B Standard for Fire prevention during Welding, Cutting and other hot work – 1999 Edition

Queensland Electricity Generators PTW Code of Practice.

Form S0010 – Hot Work Permit Checklist

## 6. Attachments

N/A

## 7. Document History

Issue Date	Nature of Changes
19/06/2000	Original Issue
19/12/2000	3.2 amended to include reference to APTW & Attachment replaced by Form S0010