

HOT WORK PERMIT

Not for use on Tankers / Pipelines

Permit No.

Under the provisions of the Hawke's Bay Regional Council Navigation Safety Bylaw, permission is hereby given for hot work to be carried out in the following location(s):

On board Vessel:

At Berth

Subject to the following conditions:

1. All combustible materials within surrounding area removed or made safe.
2. No flammable liquids, vapours, gases or materials present.
3. Suitable fire extinguishers/hoses provided on-site and fully operational.
4. Operators know how to use fire fighting equipment and how and where to raise the alarm.
5. Responsible member of the ship's crew is in attendance if contractors are conducting the work.
6. Ship's permit to work system is operational and in force.
7. Crew and contractors are aware of the IMO Circular 1084 (copy attached).
8. A Responsible Ship's Officer (not involved in the operation) should be designated to ensure safe working practices are followed.
9. The work area including all adjacent spaces must be inspected and ensured safe prior to hot work commencing. Consideration must be given to heat / spark or similar transfers into or through adjacent spaces.
10. The work area must be isolated before hot work commences.
11. A suitably instructed individual(s) must be assigned, briefed and conduct a fire watch at the work site and adjacent spaces. Isolation and fire precautions must be continued until the risk of a fire no longer exists.
12. An inspection of the surroundings of the work area(s) is to be carried out one hour after hot work has been completed.

Gas Free Certificate:

Issued By:

I/We agree to the above conditions and will ensure that they are complied with for the duration of the permit. I acknowledge that the Company I represent and the workers and contractors we use will have documented safe systems of work in place, use equipment that is certified (when required) and is fit for purpose as per worksafe/ Maritime NZ guidelines, are competent in the work being undertaken, hold all required permits for regulatory compliance and will always work in a safe manner. I also acknowledge that if lodging this request electronically, the Hawke's Bay Regional Council will accept this communication as containing my signature for the purposes of Part 4 Electronic transactions of the Contract and Commercial Law Act 2017.

For the Vessel:

Position:

Date:

For the Contractor

Position:

Date:

Permit issued by:

Position:

Date:

This permit is valid from

on

to

on

Vessel or contractor confirms that the work has been completed and the work site is safe.

Signed:

Position:

Date/Time

The permit must be displayed at the work area. If there is more than one work area, the original must be posted in the Ship's Office or Wheelhouse, and duplicate copies displayed each work site. Once the work has been completed and the permit closed, an electronic copy is required to be returned to the Harbourmaster's office - Harbourmaster@hbrc.govt.nz



Ref. T4/4.01

MSC/Circ.1084
13 June 2003

PRINCIPLES FOR HOT WORK ON BOARD ALL TYPES OF SHIPS

1 The Maritime Safety Committee, at its seventy-seventh session (28 May to 6 June 2003), having considered on board hot work issues initiated by the Sub-Committee on Flag State Implementation (FSI) and further examined by the Sub-Committee on Fire Protection (FP), recognized that recommendations should be provided to make shore-based managers and seafarers aware of the potential risks associated with hot work, so that hot work instructions are available on board all types of ships and are properly implemented.

2 The Committee, further recognizing that resolution A.864(20) on Recommendations for entering enclosed spaces aboard ships and MSC/Circ.807 on Guidelines on riding repairs for cases involving hot work may not adequately cover the issue of hot work and noting that existing guidelines, specific to hot work, such as those produced by the International Labour Organization (ILO), the International Association of Ports and Harbours (IAPH), the International Chamber of Shipping (ICS) and the Oil Company International Marine Forum (OCIMF), when duly applied, should provide sufficient guidance in the development of hot work on-board instructions and guidance, agreed that the role of IMO regarding the development and implementation of appropriate hot work guidelines should be limited to the identification and listing of basic principles, which could simply make reference to the existing guidelines, based on best industry practices.

3 The Committee, therefore, developed a user-friendly, non-detailed list of common principles, as set out in annex, applicable to hot work situations on board all types of ships, which seafarers, shipoperators, management and auditors of the ISM Code system could keep in mind when developing specific on-board instructions to suit their operational needs.

4 The annexed list of principles takes account of existing guidelines such as the publication "Accident Prevention on Board Ship at Sea and in Port" (ILO) as well as the "International Safety Guide for Oil Tankers and Terminals (ISGOTT)" (ICS, OCIMF and IAPH).

5 Member Governments are invited to bring the annexed list of principles to the attention of shipowners, shipoperators, shipmasters, shiprepairers and other interested parties of the shipping industry, recommending the use of the principles when on-board hot work is planned.

ANNEX

LIST OF PRINCIPLES FOR HOT WORK ON BOARD ALL TYPES OF SHIPS

1 General

1.1 Hot work means any work requiring the use of electric arc or gas welding equipment, cutting burner equipment or other forms of naked flame, as well as heating or spark generating tools, regardless of where it is carried out on board a ship.

1.2 The Safety Management System (SMS) on board should include adequate guidance on control of hot work and should be robust enough to ensure compliance. Absence of guidance should be regarded as prohibition, rather than approval.

1.3 Whenever possible, a space such as a workshop where conditions are deemed safe, should be designated for hot work to be performed and first consideration given to performing any hot work in that space.

1.4 Hot work performed outside that space should be subject to the following considerations.

2 Hot work outside the designated space

2.1 The master or designated safety officer should be responsible for deciding whether hot work is justified and whether it can be conducted safely.

2.2 A permit-to-work system should be employed.

2.3 Hot work procedures should take account of national laws or regulations or other national safety and health rules.

2.4 A responsible officer, not involved in the hot work, should be designated to ensure that safe procedures are followed.

2.5 A written plan for the operation should be agreed by all who will have responsibilities in connection with the hot work.

2.6 The work area should be carefully prepared and isolated before hot work commences.

2.7 Fire safety precautions should be reviewed, including fire equipment preparations, setting a fire watch in adjacent compartments and areas, and fire-extinguishing measures.

2.8 Isolation of the work area and fire precautions should be continued until the risk of fire no longer exists.