

DAILY INSTRUCTIONS: HOT WORK PERMITS

BJH - Buildings

1. Complete the FM Global Hot Work Permit. Remember to include the building name, room number and Project Manager. Fax a copy of the permit to BJH Security @ 362-0761. Post the hot work permit to the tank to ensure proper posting.
 - Note: The Hot Work Permit is good for 30 days if the location and the type of work remains the same. However, if anything changes complete a new permit and fax to Protective Services.
2. Stop hot work 2 hours prior to leaving the work site to allow for required monitoring.
3. Notify BJH Security daily @ 362-0750 at the point in time when the hot work starts and the torch work, welding etc. ends. Give the Dispatch the permit number during each phone call.

Note: The Contractor is required to conduct the first 2 hours of the 3 hour fire watch. BJH security completes the final hour.

4. Contractors/Subcontractors are required to obtain an annual hot work permit from the City of St. Louis. The hot work permit is good for one year and is required to be photo copied and posted at each job site as necessary. The following information explains how to obtain a hot work permit:
 - The cost of the annual hot work permit is \$20.00 for individual site or \$30.00 for City wide.
 - The hot work permit can be picked-up at the following address:

Department of Public Safety
1421 N. Jefferson (located at the corner of Jefferson & Cass)
St. Louis, MO 63106
(314) 533-3406
 - A copy of the Contractors, Subcontractors etc. business license is required when the hot work permit is obtained.
 - If you have any questions or comments contact me at 747-3172.