

School Name: _____ School Year: _____

Approved Designated Hot Work Area – Daily Safety Checklist

These safety checks are to be carried out daily by the supervising teacher following completion of the last hot work activity of the day and recorded weekly.

Approved Designated Hot Work Area: _____

Write the date in the top box – eg. *Week of Jan. 8* and initial in each lower box beside each safety check.

MAINTENANCE/INSPECTION REQUIREMENT	<u>Week of</u> _____	<u>Week of</u> _____	<u>Week of</u> _____	<u>Week of</u> _____	<u>Week of</u> _____
1. All welding / hot work equipment is turned off and properly stored.					
2. Equipment exhibiting leakage or defects has been repaired or removed from use.					
3. All gas cylinder valves are fully closed.					
4. All gas cylinders are secured to prevent them from falling over.					
5. The welding fume exhaust system is turned off.					
6. All welding tools and accessories are properly stored.					
7. All welding PPE is properly stored.					
8. Waste items are discarded in appropriate waste containers.					
9. The area is free of combustible items.					
10. The area is free of clutter and possible tripping hazards.					

All teachers supervising an Approved Hot Work Designated Area are required to maintain a record of completed Daily Safety Checklists in a Hot Work Binder.