



# FIRE SAFETY PLAN (FSP) HOT SURFACE (ROOFING)

FD 1377 (July 2018)



## POST ON SITE

Date of Submission (DD-MM-YYYY)	<b>FSP approval expires 12 months from the date of submission</b>
Location: Site Specific Address	
Company Name (Roofing Contractor)	
Business Address	
Company Business Contact	
Company Email Address	
Emergency Contact 24/7	
Name of Person(s) performing work	
Person Responsible for FSP	

## Fire Prevention Checklist

Fire Systems	Work on Enclosed Equipment or Spaces
<input type="checkbox"/> Available sprinklers, hose streams, and extinguishers are in service and operable	<input type="checkbox"/> Enclosed equipment or space cleared of all combustibles
<input type="checkbox"/> 2 Fire Extinguishers - pail of water or water extinguisher & a 2-A; 10-BC fire extinguisher is within 3 m of work & 2-A; 10-BC extinguisher with kettle.	<input type="checkbox"/> Work does not create hazardous gas or potential for build-up
Area Preparation	Hot Work on Walls, Ceilings, or Upper Decks / Floors
<input type="checkbox"/> Flammable liquids, dust lint, and oil deposits removed/cleaned within a 15 m distance of the Hot Surface work	<input type="checkbox"/> Hot Surface construction material is non-combustible or protected
<input type="checkbox"/> Explosive atmosphere in area eliminated	<input type="checkbox"/> Any combustibles on other side of Hot Surface walls are moved away from walls
<input type="checkbox"/> No flammable chemicals or liquids within 15 m of Hot Surface work	<input type="checkbox"/> Construction material is covered with non-combustible covering or insulation
<input type="checkbox"/> Floors are swept clean and combustible floors are wet down, covered with damp sand, fire protective tarp, or other protection	<input type="checkbox"/> All areas and floors below have been examined for combustibles
<input type="checkbox"/> Remove all combustibles where possible. If not possible, ensure all combustibles protected with fire-resistive sheets, tarps or metal shields.	
<input type="checkbox"/> Fire resistant tarps suspended beneath work	Fire Watch / Hot Surface Area Monitoring
<input type="checkbox"/> All wall and floor openings covered to prevent drop down of hot materials	<input type="checkbox"/> Fire Watch will be provided during and for 60 minutes after work & a final inspection after 4 hours after work completion
<input type="checkbox"/> Smoke Detectors in the area have been temporarily covered to prevent false alarms	<input type="checkbox"/> Fire Watch is supplied with suitable extinguishers, charged small hose and is trained in the use of this equipment
<input type="checkbox"/> Hot Surface equipment in good repair	<input type="checkbox"/> Fire Watch is in communication with Hot Surface activities
<input type="checkbox"/> Sprinkler heads that could be activated by the Hot Surfacing have been temporarily covered with a wet rag	<input type="checkbox"/> Separate Fire Watch may be needed for other floors, behind walls, or other areas
	<input type="checkbox"/> Fire monitor has no responsibilities other than Fire Watch
The Person Doing the Hot Work:	The Fire Watch Monitor:
<input type="checkbox"/> Verify that the Hot Work will be completed for the day, the work area and all adjacent areas to which sparks or heat may have spread were inspected and found to be safe	<input type="checkbox"/> Verify that the work area and all adjacent areas will be monitored for 60 minutes following the Hot Surface & inspected again 4 hours after work completion and <u>declared to be safe</u>

## Bitumen Kettle Requirements

<input type="checkbox"/> No bitumen kettles permitted to be located on roof tops	
<input type="checkbox"/> Shall be under constant supervision when in operation	<input type="checkbox"/> Be provided with adequate covers that are close-fitting
<input type="checkbox"/> Be provided with adequate covers constructed of steel having a thickness not less than No. 14 sheet metal gauge	<input type="checkbox"/> Be maintained free of excessive residue
<b>IN CASE OF FIRE: Activate the nearest Fire Alarm Pull Station and/or call 911 from a safe area</b>	<input type="checkbox"/> Mops that have been used for spreading bitumen shall be kept outside the building in a safe location when not in use

## Authority Having Jurisdiction

Fire Safety Codes Officer Name:	Signature:
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