

	NO OBJECTION FOR HOT WORK	QR/HSE/024 - L4	
		Work Permit No:	

- ❖ Contractor`s name :
- ❖ ID card no :
- ❖ Company name :
- ❖ Project name :
- ❖ Responsible person name and contact no. :
- ❖ Work commence date and time :
- ❖ Estimated work completion date and time:
- ❖ Location of work:
- ❖ Work description:

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❖ **Acknowledgment: - (To be signed by Contractor)**
I have read the guidelines as annex "A" in the permit carefully and understood the limitations of work. I under take to pass down this information to all those taking part in work.

Name: - Signature: - Date: -

➤ **Facilitated by: (Indicate the Department)**

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Name - Signature: - Date: -

➤ **Evaluated & Notified by: Ops./ Marine Service/Admin./ Eng. & IT./ Security: (As Appropriate)**

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Name: - Signature: - Date:

➤ **No Objection by QHSE Department**

Name: - Signature: - Date:

➤ **Work Completion (To be signed by relevant HOD/Manager)**

I have inspected the work carried out and certify that the work has been satisfactory completed.

Name: - Signature: - Date: -

The person who performed Hot Work, must keep this permit with him and produce when request by authorized officer.

Note:

- ❖ ***To be filled by relevant Contractor***

Every contractor must strictly adhere to the guidelines.

1. Every outsourced contract person should undergo the Safety Induction training conducted by HIPS - HSE Department and sign the acknowledgement.
2. It is a requirement of conduct a hazard identification risk assessment and all elimination or mitigation action to be completed for the identified hazards before commence the works.
3. Always should take necessary actions to protect the employees, stakeholders, customers and properties of HIPG/HIPS.
4. All equipment are to be in sound condition with holding required certificates.
5. Do not harm the environment of the HIPG/HIPS premises.
6. If an emergency situation (Including an accident/near miss) occurred, please inform the ERU/HSE Department and security section.
7. It is required to obtain port entry pass prior to enter the port for every personnel and vehicles. It is required to obtain permission from Custom for any tools / equipment or goods bring inside the Port.
8. Explosive items or gadgets are strictly prohibited inside the work premises.
9. Every worker should wear standard personnel protective equipment and should be well aware about those items and their usage.
10. All employees must be well aware about the Fire Assembly Points and paths to the Fire Assembly Points.
11. Every contractor must strictly adhere to the driving limitations inside the Port and maximum speed should be 50 kmph.
12. All vehicles to be parked at the designated areas and all traffic rules to be adhered.
13. The person who performed Hot Work (Welding, Grinding, and Cutting etc.) should have a prior preparations and all the fire extinguishers must be align before the specific work. HIPS fire section be informed prior to commence the works.
14. Working above 2m heights –Need to adhere working at height safety standards.
15. Taking photographs or video recordings inside the Port is strictly prohibited.
16. All the garbage and waste should be disposed according to the standards. It should be separated as digest waste and non-digest waste and need to dispose designated bins placed at the designated locations. Construction debris should be removed from the location regularly in order to keep the area as a safe work place.
17. You are not authorized to enter the ships or restricted areas unless permission granted by relevant authority.
18. Smoking, chewing betel and using alcohol inside the Port is strictly prohibited. Designated smoking area to be used for smoking.
19. Prior Approval should needed for using the water or electricity from the Port.

20. Do not remove Fire Extinguishers kept for an emergency use from the relevant places.

21. Normal Hot work permit is only permitted for the day time works (8Hrs) and permit shall unquestionably call off after permitted time. For project works and its hot works shall review and under go with necessary job safety analysis and risk assessment by following below approval guidelines;

- i. If the time duration of requested hot work permit is less than 1 day (8 hrs.) safety officer can approve the work permit.
- ii. If the time duration of requested hot work permit is less than 3-day Assistant Manager-HSE can approve the work permit.
- iii. If the time duration of requested hot work permit is more than 3 days and less or equal 7days, Manager-HSE can approve the work permit.
- iv. If the time duration of requested hot work permit is more than 7 days and less or equal 14days, HOD-HSE can approve the work permit.

22. Work related to loud noises, large smokes or dust- always take necessary actions and safety measures to prevent the pollutions. Following are the maximum exposure level/time and each line by itself represents 100% of the allowable noise dose per 24-hour day. In other words, if you've already experienced 15 minutes at 100 dBA, you're "done for the day," and the remainder of your 24-hour period should have NO exposure above 85 dBA, and preferably should be below 70 dBA. More than 140dBA is prohibited.

Noise level dBA	Maximum Exposure time per 24hrs	Noise level dBA	Maximum Exposure time per 24hrs
85	8 hours	109	112 seconds
88	4 hours	112	56 seconds
91	2 hours	115	28 seconds
94	1 hour	118	14 seconds
97	30 minutes	121	7 seconds
100	15 minutes	124	3 seconds
103	7.5 minutes	127	1 second
106	3.7 minutes	130-140	less than 1 second

23. Please contact following numbers in an emergency as appropriate.

Name	Contact Number
Emergency Response Unit /Fire section	0472258855
Manager HSE	0764077801
A/ Manager QHSE	0764077823
Duty QHSE officer	0764077800
Shift Engineer	0764077771
Duty officer at Port Control	0764078051 / 0472277701
Duty Manager	0764077600
Navy emergency	0913781118 / 0113070312
Security	0472277810
Emergency Treatment Centre	0474938136 / 0764077888

24. This work permit is only allowed for day time operations only, If your work is extending(ongoing) after 7.00 pm you have to request a special approval for night work/continuation of work