



HOT WORK PERMIT

Permit No:
(To be filled by AES Division)

This form may take you 5 minutes to fill in.

PART 1: To be filled by Applicant

Full Name :	Office Mobile Contact No:
Designation:	Email Address:
Name & Address of Company:	
Hotwork site (Please Circle)	AOM / FM Work Permit No:
T1 / T2 / T3 /T4 / Auxillary Bldg/ Others - Please Specify :	
Type of work to be performed:	
Location (Unit No / Grid Line / Aircraft Parking Bay):	
Date of Hot Work:	Duration hrs To hrs
CAG/ CAAS Project Officer Name :	Signature and Date:

- a) To be submitted at least 3 working days before works.
- b) No extension of isolation is allowed unless approval from CAAS/CAG project officer, and AES has been obtained.

PART 2: Required precaution and safeguard checklists (To be filled by Applicant) Please tick if in compliance with the fire safety regulations, directions and requirements. Please cross for non-compliances. Where items are not applicable, please indicate NA.

Fire Detection and Protection Systems	
<input type="checkbox"/>	No concurrent isolation of Fire Detection and Protection System within individual work area unless permission is granted by AES.
Equipment	
<input type="checkbox"/>	All equipment shall be in good mechanical and electrical conditions. Gas welding equipment shall have flashback arrestors at both ends of the hoses. The gas cylinders shall maintain upright & secured at all times.
<input type="checkbox"/>	Flexible gas hoses, all joints and the main cylinder valve shall be thoroughly checked for any leakage.
Within 35 ft (11 m) of Hot Work	
<input type="checkbox"/>	No combustible or flammable materials / substances.
<input type="checkbox"/>	Floor shall be swept clean of all debris and combustibles materials. Combustible floors shall be wet down, covered with damp sand, sheet metal or other non-combustible material. All edges of covers shall be flushed or sealed tight to prevent any sparks from going underneath.
<input type="checkbox"/>	All evacuation paths are to be remained clear and workers are to be familiarised with the Evacuation Route according to Evacuation Procedures
<input type="checkbox"/>	All combustible walls / partitions shall be protected by fire-resistant shields and openings tightly covered. Combustible and flammable liquids shall be protected with covers, guards or metal shield and fire-resistant covers shall be suspended beneath work to collect sparks.
<input type="checkbox"/>	All compressed gas cylinders shall be properly sited and secured.
Within 9 ft (3 m) of Hot Work	
<input type="checkbox"/>	No Hot Work to be carried out within 3 meters radius of an air return duct unless special arrangements are made.
<input type="checkbox"/>	No hotworks such as welding, cutting and grinding shall be permitted within 3m from the safety net
Hot Work on Wall or Ceiling	
<input type="checkbox"/>	Walls or ceilings shall be covered with non-combustible materials. All combustibles beneath shall be removed to a safe location away from the hotworks.

Hot Work on Indoor Aircon Space	
<input type="checkbox"/>	Indoor spaces shall be cleared of flammable and combustible materials. If combustibles cannot be removed, cover them with fire resistant blankets or shield. For hotworks in indoor spaces, the premises shall be ventilated so that fumes will not be circulated into the non-work spaces.
Hot Work on Enclosed Space [Tanks, Containers, Ducts, Dust Collectors, etc].	
<input type="checkbox"/>	Enclosed space shall be clear of all combustibles and shall be purged of flammable liquids / vapours.
Hot Work on the Apron / Ramp	
<input type="checkbox"/>	Distance between hot work location and aircraft parking bay is _____ meters.
<input type="checkbox"/>	No hot work within 75 meters (50 meters if supervised by MOM registered Safety Officer) from any aircraft unless the aircraft parking bay(s) is/are closed (Permit to be obtained from Airside Operations at 6541-2257 (For Seletar Airport: 6481- 5077).
Others	
<input type="checkbox"/>	Main contractors are to brief all sub-contractors on AES fire safety requirements and shall be held accountable / responsible for their actions.
<input type="checkbox"/>	No extension of hotwork timing is allowed unless a joint approval from the CAAS/CAG project officer and AES has been sought.

Fire Patroller Information (SAA Trained)	
Full Name:	Date of certificate issued:

- * To be present for monitoring of Hot Work during and 30 minutes after hot work is completed.
- * Supplied with appropriate fire extinguisher(s), standing by within 15 meters from hot work site.
- * Trained in use of fire fighting equipment and in raising fire alarm.
- * To inform Fire Station 1 at 6541-2526 (For Seletar Airport: 6481-1246) before commencement and after completion of hot work.
- * To send photo & video evidence to the mobile phone of the duty FP officer at 9639 3843 before commencement and after completion of hot work.
- * To display hot work sign or warning sign boards.
- * To ensure that hot work permit and fire patroller certificate is prominently displayed.

Remark(s) if any:

Confirmation & Agreement:
This is to confirm that: 1. The hot work is required by us and the location where the hot work is to be carried out; and 2. The fire safety regulations, directions and requirements stipulated above are complied with and the hot work carried out in accordance with the current CAG Fire Safety Manual and the Singapore Standard SS510, Code of Practice for Safety in Welding and Cutting. I/We accept any stop work order(s) and/ or an AES service charge(s) (as per schedule of rates in fire safety manual) which may be issued to us by AES for any violation, fire outbreak or false fire alarm activation due to negligence or ignorance to the above aerodrome fire safety requirements.

Indemnity:	
I/We hereby indemnify and hold harmless the Changi Airport Group (Singapore) Pte Ltd, its employees or agents in respect of any liability, loss, claims or proceedings whatsoever arising under any statute or common law in respect of personal injury (including death) of any person or damage to any property movable or immovable, arising out of or in the course of or by reason of the services performed at my / our request as stated herein.	
Full Name:	Signature and Date:

Signature of representative authorized to sign for and on behalf of the above named company

PART 3: To be filled by AES Division

The above-mentioned work is	<input type="checkbox"/> Approved	<input type="checkbox"/> Not-Approved	by AES Officer
<input type="checkbox"/>	Both smoke/heat detector and sprinkler system isolated		
<input type="checkbox"/>	To arrange with Fire Station 1 at 6541-2526 (For Seletar Airport: 6481-1246) for fire vehicle standby for hot work at airside.		
<input type="checkbox"/>	To confirm with Airside Operations at 6541-2257 (For Seletar Airport: 6481-5077) for the closure of aircraft parking bay and its adjacent bays.		
<input type="checkbox"/>	Fire vehicle standby chargeable	<input type="checkbox"/>	Fire vehicle standby non-chargeable
Remarks <i>To comply with ALL AES Requirements, Rules and Regulation</i>			
AES Officer Name & Designation:		Signature & Date:	