

Albert Einstein College of Medicine
Environmental Health and Safety

HOT WORK NOTIFICATION

Hot Work Notification is required for any temporary operation involving **open flames** or producing **heat and/or sparks**. This includes but not limited to: **Brazing, Cutting, Grinding, Soldering, Torch-Applied Roofing and Welding**.

A MINIMUM OF 24 HOUR NOTICE IS REQUIRED PRIOR TO COMMENCING WORK

Complete ALL information. The completed notice should be submitted to the Fire Safety Officer.

HOT WORK BEING DONE BY (check one):

Einstein Employee: _____
(Name of Employee)

Contractor: _____
(Name of Contractor)

Project Manager: _____

Contact Phone Number: _____

Work Date: _____ Time – From: _____ To: _____

Building: _____ Room/Location: _____

Nature of Job: _____

Name of Person Doing the Work: _____

FDNY G60 Certificate Number: _____ Expiration Date: _____

Name of Person on Fire Watch: _____

FDNY F60 Certificate Number: _____ Expiration Date: _____

Notification Completed by: _____ Date: _____

All Hot Work must be called into Operations (x3000) prior to start. All employees involved with Hot Work must have applicable up to date FDNY Certificates of Fitness. Fire Alarm system may need to be taken off-line and smoke detectors covered. When the system is “Off-Line”, the FDNY will not respond to an alarm but the alarms will sound off in the college.