

USPL Checklist: AO/AOD Hot Work OJT

Student Name:	Evaluated By:
Student ID:	Evaluator Signature:
Evaluation Date:	

Description: Employees need to complete all of the tasks listed below under the supervision of a qualified Asset Operator (AO)/ Asset Operator Designee (AOD).

<p>1. POLICIES</p> <p>Read the following policies/procedures and discuss the roles and responsibilities of the Asset Operator (AO) and/or Asset Operator Designee (AOD) with a qualified AO:</p> <ul style="list-style-type: none"> – ATW Policy – Level 2 HITRA Procedure – Hot Work Policy 	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>
<p>2. ATW POLICY</p> <p>Demonstrate completing the ATW form with input from the Performing Authority and the Workforce.</p>	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>
<p>3. ATW POLICY</p> <p>Demonstrate reviewing the Level 2 HITRA to verify that the scope is appropriate, permits have been identified, and that it has been properly approved.</p>	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>
<p>4. ATW POLICY</p> <p>Demonstrate reviewing and verifying that permit conditions are deemed acceptable for the defined scope of work and affected equipment.</p> <p>Demonstrate issuing the permit to the Performing Authority or can delegate permit issuance to the AOD.</p>	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>
<p>5. ATW POLICY</p> <p>Discuss determining if changes can be made to a permit if permit conditions are exceeded or if the permit should be cancelled and a new permit issued.</p> <p>Demonstrate making changes to the permit by documenting their approval of the changes by initialing the changes where they are documented on the permit.</p> <p>Discuss making changes to permits issued by telephone.</p> <p>Discuss determining if changes to the Level 2 HITRA are necessary and how to facilitate those changes as the HITRA Leader prior to approving the changes to the permit.</p>	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>

<p>6. ATW POLICY</p> <p>Describe receiving expired permits from the Performing Authority(s) and verify that the work written on the permit(s) has been completed.</p> <ul style="list-style-type: none"> • Demonstrate documenting the expiration time on the permit(s) and on the ATW form in Section C. 	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>
<p>7. ATW POLICY</p> <p>Describe updating the Permit Register when a permit is issued and then when it expires.</p>	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>
<p>8. HOT WORK</p> <p>Demonstrate reviewing and issuing a Hot Work Permit to the Performing Authority.</p>	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>
<p>9. HOT WORK</p> <p>List and discuss the purposes of the Hot Work Permit and why this work cannot be done in some manner or location so that a hot work permit is not required.</p>	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>
<p>10. HOT WORK</p> <p>List and discuss the General Requirements of Hot Work permitting, including activities that are exempted from Hot Work permitting.</p>	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>
<p>11. HOT WORK</p> <p>List and discuss the areas where Hot Work is prohibited.</p>	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>
<p>12. HOT WORK</p> <p>List and discuss Hot Work Site Preparation:</p> <ul style="list-style-type: none"> • All PSI Hot Work <ul style="list-style-type: none"> ○ Welding, Torch Cutting, and Brazing in a Confined Space ○ PSI Class 1 Hot Work ○ PSI Hot Work within 35 Feet of Buildings or Other Structures • SSI Class 1 Hot Work 	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>
<p>13. HOT WORK</p> <p>List and discuss requirements for Air Monitoring (Class 1 Areas):</p> <ul style="list-style-type: none"> • General Requirements • Initial Hot Work Air Monitoring (PSI Class 1) • Continuous Hot Work Air Monitoring (PSI Class 1) • Air Monitoring (SSI Class 1) • Area Monitoring Plan • LEL Mitigation Plan 	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>
<p>14. HOT WORK</p> <p>List and discuss requirements for Fire Watch.</p>	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>
<p>15. COMPLETION</p>	<p>Comments</p>	<p>N/A <input type="checkbox"/></p>

The above named employee has been successfully completed the OJT tasks listed above and is ready for the Practical exam.		Met: <input type="checkbox"/>
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