

Application for Hot Work Permit

To: Ascendas Services Pte. Ltd.

1. We seek your approval to carry out hot work operations as specified below.

Date:

Time:

From

to

Location:

Description of Work:

Contractor:

Address of Contractor:

Person-in-Charge & Tel. No.:

2. We acknowledge and shall enforce the following Hot Work Safety Checklist:

- a) No combustible material within 4m of hot work area
- b) Gas cylinders at a safe distance (>6m) from hot work area
- c) Gas cylinders secured in an upright position
- d) Regulator and cylinder hoses in good working condition
- e) Cylinder hoses fitted with anti-back device (flash-back arrestors and non-return valve)
- f) Welding generator, cable and electrode holder in good working condition
- g) Electrode holder fully insulated
- h) Welding generator at a safe distance from hot work area
- i) 9kg dry power extinguisher readily available and placed not more than 3m away from the hot work area and gas cylinders/welding generator
- j) Extinguisher seal intact and serviced within the last six months
- k) Hot work staff and supervisor trained in the use of fire extinguishers
- l) Stop any hot work 30mins to 1 hour earlier and do thorough housekeeping (to ensure no remaining "fire-ball")

3. We acknowledge and shall enforce the following Terms and Conditions for Hot Work:

- a) The Tenant shall ensure that its Contractor(s) take all precautions to prevent an outbreak of fire
- b) The Tenant shall appoint a Safety Officer, who is registered with the Ministry of Manpower, when carrying out the hot work
- c) The Tenant shall take up sufficient insurance coverage to indemnify the Landlord and its agents from any claims and damages arising from its hot work as stated in the Fit-Out Work Guidelines
- d) The Hot Work Permit issued by the Landlord is non-transferable and valid for not more than 7 days
The Landlord can withdraw the Hot Work Permit any time and without question
- e) The Contractor shall notify the security guard at the Fire Command Centre (FCC) before commencing any hot work in the building, and carry the Hot Work Permit with him at all times. Failure to do so will result in work stoppage
- f) The Contractor shall provide its own fire extinguishers, maintain a continuous fire watch at the hot work area and install a temporary exhaust air system to purge the smoke when carrying out the hot work
- g) Smoking is prohibited at the hot work area
- h) The Landlord reserves the right to revise the terms and conditions for hot work. Such revision shall become valid with immediate effect

On behalf of the Tenant, I agree to abide by the Hot Work Safety Checklist in S/N 2 and the Terms and Conditions for Hot Work in S/N 3 above.

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Authorised Signatory for Tenant & Company Stamp

[Blank box for name and designation]

Name and Designation of Authorised Signatory

[Blank box for company name and unit number]

Company Name and Unit Number

[Blank box for date]

Date

FOR OFFICIAL USE

To:

[Blank box for recipient name]

Your request to carry out hot work operations at the date/time specified above is / is not approved.

[Blank box for signature]

Signature (on behalf of Ascendas Services Pte. Ltd. as Property Manager)

[Blank box for name and designation]

Name and Designation of Signatory

[Blank box for date]

Date

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Managed by

