**Policy: Hot Works Program**

**Responsible Party: Director, Safety and Risk Management**

**Revised: 3/6/2024**

**Effective date: 7/1/2013**

**Review date: 3/6/2025**

**Introduction and Purpose:**

Safety and Risk Management is committed to promoting effective regulatory compliance, environmental health and safety practices through expertise and assistance; incorporating Risk Assessment and Risk Control strategies throughout MSU increasing our organization’s ability to succeed while enhancing institutional value. The Safety and Risk Management Program endorses programs, procedures, and resources which assist in this promotion.

This program is an overarching document that outlines the policies set in place by Safety and Risk Management (SRM) for Montana State University (MSU) and its employees. Referenced procedures, written programs, training requirements, and guidelines apply to employees as described in the relevant programs and procedures. MSU departments, administrators, managers, faculty, and staff are required to comply with the requirements and specifications established for this purpose.

The primary goal of the Safety and Risk Management Program is to ensure that the safety and health of faculty, staff, students, and the visiting public will not be compromised while on campus. A major contributing factor to this is through practicing industry best practices to maintain compliance with environmental and safety laws, rules, and regulations.

**Program:**

**100.00 GENERAL**

The Office of Safety and Risk Management (SRM) at Montana State University (MSU) has developed a Hot Works program. This program is designed for any Hot Work (Cutting, Welding, Brazing, etc.) performed at MSU to maintain a safe environment.

**200.00 AUTHORITY**

The regulatory documents MSU uses for Hot Work:

* The currently adopted International Fire Code (IFC) for Welding and Other Hot Work.
* Occupational Safety and Health Administration 29 CFR 1926.352 Fire Prevention

**300.00 RESPONSIBILITIES**

**310.00 Safety and Risk Management**

1. Oversee the program and implementation of related procedures.

**400.00 DEFINITIONS**

Hot Work: Cutting, Welding, brazing, or other flame or spark-producing activities.

**500.00 HOT WORK**

All Hot Work performed at MSU must follow the Hot Work Procedures and all generally accepted industry precautions and standards, including proper use of Personal Protective Equipment (PPE). The procedures and precautions are in place to prevent injuries, fires and other property damage from occurring.

**APPENDIX**

**A: Supporting Procedures and Programs**

[Hot Works Procedures](https://www.montana.edu/srm/programs/hotworksproceduresprotocols.html)

**B: References:**

[International Fire Code (IFC)](https://codes.iccsafe.org/content/IFC2021P2)

[Occupational Safety and Health Administration (OSHA)](https://www.osha.gov/)