



POOLE HARBOUR COMMISSIONERS
LOCAL NOTICE TO MARINERS
POOLE HARBOUR

No. 43/2012

25th September 2012

HOT WORK AUTHORISATION

Following an audit of Poole Harbour Commissioners Safety Management System, it has become necessary to review the procedure for Hot Work Authorisation.

The new procedure applies to burning, welding or other work involving naked flames on board vessels berthed at any of Poole Harbour Commissioners commercial berths. ie Ballast, Bulwark, New Quay including the Extension, RoRo's 2 and 3, the Town Quay and the Fish Landing Area.

A completed **Hot Work Authorisation Request** form must be received by Poole Harbour Control prior to hot work commencing. The request will be approved, or not, and returned to the sender by the same medium it was received.

Attached is the latest version (4.0) of the form.

An editable electronic version of this form is also available to download **here** when viewing this Local Notice To Mariners from our website.

Mariners are reminded that Radar, AIS, CCTV, telephone and VHF channels are recorded.

A handwritten signature in blue ink, appearing to read 'B P Murphy', is written over a set of horizontal lines that resemble a signature strip or a form field.

Captain B P Murphy
Harbour Master

ALL LOCAL NOTICES TO MARINERS ARE AVAILABLE ON THE PHC WEBSITE: www.phc.co.uk

HARBOUR OFFICE - 20 New Quay Road, Hamworthy, Poole, Dorset, BH15 4AF
Telephone: (01202) 440210 Fax: (01202) 440231 e-mail:harbourmaster@phc.co.uk



HOT WORK AUTHORISATION REQUEST

This authorisation applies to burning, welding or other work involving naked flames on board vessels berthed at any of PHC's commercial berths. i.e. Ballast, Bulwark, New Quay including the Extension, RoRo's 2 and 3, the Town Quay and the Fish Landing Area.

Vessel:		Berth:	
Agent/Owner:		Master:	
Name of contractor:		Contact no:	
Description of work:			
			Y,N,n/a
	Area clear of dangerous material?		
	Gas Free Certificate issued (copy attached)?		
	Adequate ventilation?		
	All hot work equipment in good order?		
	Suitable fire fighting appliances readily available at the working area?		
	Supervision exercised by a competent and responsible person?		
When will Hot Work commence?	Date:		Time:
When will Hot Work cease?	Date:		Time:

Declaration:

I am satisfied that all precautions have/will have been taken and that safety arrangements will be maintained for the duration of work, and for a significant period following completion:

Name of person in charge:	
Name/Signature of Master:	
Return Fax. Number/email address:	

FORWARD TO POOLE HARBOUR CONTROL

email: harbourcontrol@phc.co.uk Fax: 01202 430231 Tel: 01202 440230

This authorisation request must be received by Poole Harbour Control prior to Hot Work commencing or delays may result.

Authorised by Harbour Controller: Yes/No

Harbour Controller's signature: _____

Reason for refusal:	
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