



TENANT DIRECTIVE

MTN: 801.1

Date: October 13, 2015

TITLE: Open Flame/Hot Work Operations

I. References:

- A. Code of Maryland Regulations (COMAR) 29.06.01, Fire Prevention Code.
- B. Code of Maryland Regulations (COMAR) 11.03.02, Martin State Airport.
- C. This Directive supersedes MTN Tenant Directive 801.1, dated April 1, 2004.

II. Directive Statement:

- A. This Directive prescribes appropriate procedures for the control and inspection of open flame operations.
- B. A Permit is required for the conduct of all open flame/hot work operations. The Permit may be requested for a period not to exceed 30 days.
- C. MTN Airport Welding and Burning Permit (MAA-027B) is available through the Airport Operations Office.
- D. Any person conducting open flame/hot work operations shall be familiar with the most recent edition of the National Fire Protection Association (NFPA) standard 51B, Fire Prevention During Welding, Cutting, and other hot work before commencing work.

III. Procedures:

- A. All portions of the Permit are to be completed and a copy on file with the Airport Operations office prior to commencement of any open flame operation.
- B. A copy of the Permit must be in the possession of personnel conducting open flame operations and must be available for inspection by the Maryland Air National Guard (MANG) Fire-Department, Maryland Aviation Administration or designated representative.
- C. Upon completion of open flame operations the welder or his supervisor will conduct a final inspection of the area.

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- D. The Airport Operations office will be notified of the completion of open flame operations.
- E. Open flame operations are subject to inspection by the MANG Fire-Rescue Department, Maryland Aviation Administration or designated representative.
- F. All welding, cutting, open flame operations conducted without a permit or under unsafe conditions is prohibited. If any unsafe conditions are noted, a stop work notice shall be issued immediately.

ELECTRONIC COPY

ORIGINAL ON FILE IN AIRPORT OPERATIONS

Al Pollard, A.A.E., Director,
Martin State Airport

Attachment: MTN Permit For Open Flame/Hot Work Operations MAA-027(B) R-10/15

**MARYLAND AVIATION ADMINISTRATION
MARTIN STATE AIRPORT
PERMIT FOR OPEN FLAME/HOT WORK OPERATIONS**

INSTRUCTIONS: This permit (Sections A through E) must be completed for all operations involving open flames or producing heat and/or sparks. The permit applicant is required to read and comply with the applicable requirements of NFPA 51B, *Standard for Fire Prevention During Welding, Cutting, and Other Hot Work (Current Edition)*. This completed form shall be posted and/or available at the job site. Work site locations are subject to inspections. Failure to comply with the provisions of the permit will result in immediate revocation of the permit and stoppage of all associated hot work or other activity.

SECTION A – Job Site Location

BUILDING NAME/NUMBER: _____
FLOOR/LEVEL: _____
ROOM/DOOR NUMBER: _____
EXTERIOR LOCATION: _____

SECTION B – Work Dates and Hours

START: ____ / ____ / ____ **END:** ____ / ____ / ____ **DATE OF REQUEST:** ____ / ____ / ____
START TIME: _____ **END TIME:** _____

SECTION C – Description of Work to be Performed

CHECK APPROPRIATE BOXES:

WELDING CUTTING SOLDERING BURNING OXYGEN/ACETYLENE TORCH
 PROPANE TORCH ELECTRIC ARC WELDER OTHER Please list: _____

BRIEF PROJECT DESCRIPTION: _____

SECTION D – Applicant Information and Statement

PRINTED NAME: _____ **COMPANY NAME:** _____
PHONE NUMBERS: CELL _____ OFFICE _____ OTHER _____

I HAVE READ, UNDERSTAND, AND WILL COMPLY WITH THE CITED REGULATIONS AND REQUIREMENTS OF THIS PERMIT.

SIGNATURE: _____ **DATE:** ____ / ____ / ____

Applicant/Worker shall call MTN Operations at 410-682-8831 prior to starting any work and at the end of work after the fire watch has remained on location for a period of 30 minutes.
FIRE/EMS EMERGENCY – CALL 911

SECTION E – AIRPORT OPERATIONS AND MANG FIRE RESCUE AUTHORIZATION

MTN OPERATIONS AUTHORIZING SIGNATURE **PRINTED NAME:** _____ **DATE:** ____ / ____ / ____

MANG FIRE RESCUE CURSORY INSPECTION SIGNATURE **PRINTED NAME** _____ **DATE:** ____ / ____ / ____