

## FIRE PROTECTION SYSTEM SHUT DOWN PERMIT

*All FMO Permits Must Be Submitted in Person | \* Required Info*

<b>I. CONTRACTOR / SHOP PERFORMING WORK COMPLETE A or B</b>			
<b>(A) Outside Contractor:</b>			
Project Number:		* UH Project Manager:	
* Contractor Company:		* Telephone:	
<b>(B) UH Employee / Shop</b>			
*Department:		*Shop:	
*Supervisor:		*Telephone/Radio:	
<b>II. OBTAIN FROM FACILITIES SERVICE CENTER:</b>			
*Work Request #:		*Date Issued:	Issued By: _____
<b>III. WORKSITE INFORMATION</b>			
*Building # _____ *Floor(s): _____ *Room(s): _____ *Start Up Date: _____ *Start Up Time: _____			
System that will be Impaired: <input type="checkbox"/> Sprinkler <input type="checkbox"/> Fire Pump <input type="checkbox"/> Water Supply <input type="checkbox"/> Fixed Ext. System <input type="checkbox"/> Fire Alarm <input type="checkbox"/> Other			
Description: _____			
Any After Hours Or Weekend Work?	Date:	Time:	
<b>MINIMUM REQUIREMENTS</b>			
(1) Requestor must obtain a work request number from Facilities Service Center before permit is valid and work may begin. (2) A minimum of one 3A:40BC multi-purpose extinguisher must be on site. (3) All cutting and welding operations must cease by 3PM daily. (4) All cutting and welding work to be performed before 7AM, or after 3PM daily, or on weekends, must be stated and prearranged with Plant Operations. (5) <b>The Fire Alarm Shop number (713-743-5762), and/or the Fire Marshal's Office (-275-8800) must be notified if work is rescheduled, canceled, or completed before 3PM.</b> (6) A fire watch must be provided at all locations due to the potential for a catastrophic fire. A fire watch requires that a person who is trained in the use of an extinguisher, is familiar with the facility, and knows the procedure for sounding the alarm (a) Watch for fires; (b) Notify the building occupants in the case of fire by sounding the alarm; (c) Notify the fire department by calling 911; (d) Attempt to extinguish the fire if within the capacity of the available equipment; and (e) Inspect work area and all adjacent areas to which sparks and heat might have spread including floors above and below and on opposite sides of wall for at least 30 minutes after the work was completed. (7) Permits must be posted at the job site.			
I have read and understand the above information and agree to abide by the requirements of this document.			
_____		_____	
Print Name		Signature	
<b>IV. COMPLETED BY FIRE MARSHAL'S OFFICE:</b>			
Date Permit Expires:		Permit Extension Date:	
Time Permit Expires:		Extension Time:	
Issued By:		Extension Issued By:	