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| --- | --- |
| Observer：\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date：\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Location：\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Time：\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Item No.** | **Behaviour to be monitored** | **Safe**  | **At risk**  | **Not observable** |
| **1** | Conduct prior-to-work inspection to welding machine and ensure it is in good condition (e.g. welding transformer, welding cable and welding tongs) |  |  |  |
| **2** | Remove all flammable and combustible materials at working place |  |  |  |
| **3** | Wear appropriate personal protective equipment (e.g. safety helmets, y-type chin straps, safety shoes, fire retardant apron, electric insulating gloves, goggles, etc.) |  |  |  |
| **4** | Forbid welding in a wet, rainy environment or at where stagnant water is accumulated |  |  |  |
| **5** | Provide the working area with good ventilation equipment prior to work |  |  |  |
| **6** | Erect suitable barriers to reduce the influence of radiation to personnel nearby |  |  |  |
| **7** | Place and protect welding cables properly |  |  |  |
| **8** | Provide suitable containers (e.g. welding dust collector) for the collection of hot slag and flame |  |  |  |
| **9** | Forbid direct contact with any conductive parts of the electrode holder, the welding electrode clamped on the holder and the conductive part of the workpiece with bare hands |  |  |  |
| **10** | Dispose the spent welding electrodes into a flame retardant container |  |  |  |
| **11** | Place the electrode holder carefully into an electric insulating container |  |  |  |
| **12** | Switch off the welding transformer and detach the remaining welding electrodes from the electrode holder when welding is temporarily suspended |  |  |  |
| **13** | Check if an effective hot work permit is obtained prior to work |  |  |  |
| **14** | Check if thorough inspection of the workplace has been conducted before issue of the hot work permit |  |  |  |
| Remark (if any): |
| **Total** |  |  |  |
| **% of safe performance =** |  |  |