

## Local Notice to Mariners

Number 07 of 2025

01/01/2025

### Hot Works Request Form

1. **NOTICE IS HEREBY GIVEN** that all Masters, Agents and Contractors must ensure that a [Hot Works Request Form](#) is submitted and approved by [Southampton VTS](#) prior to commencing any Hot Works on a vessel, or on the quayside. Southampton Harbour Byelaws 2003 No 57 refers.
2. This applies to any works within ABP Southampton's [Statutory Harbour Authority area](#) and ABP Southampton or ABP Solent Gateway Limited quaysides.
3. The 'Hot Work Request' Form is a notification of intended works for the purpose of deconflicting marine activities.
4. Masters and Contractors must adhere to appropriate legislation and codes of practice. Operators must be suitably trained in the process, familiar with the equipment to be used, and instructed where special precautions need to be taken.
5. A completed 'Hot Work Request' Form must be sent to and approved by Southampton VTS before 'hot work' operations commence. If approval is given, the form will be signed by an ABP authorised person and returned.
6. Where a 'Hot Work Request' is approved, the responsible person or ships master must contact Southampton VTS prior to and on completion of the hot works.
7. In the event that permission is not granted then the Master / Agent / Contractor will be advised, and the request will be returned and endorsed 'Permission Refused'.
8. For the purposes of this notice the term "hot work" includes burning, welding, flame-cutting, heating by blowtorch, brazing or other work involving naked flames.
9. Masters, contractors and agents of vessels within the Southampton Harbour Authority's area are to advise Southampton VTS when Hot Works are due to be undertaken. No approval will be required from Southampton VTS for Hot works outside of ABP Southampton or ABP Solent Gateway.

**Steven Masters,  
Harbour Master**