

Draft  
ORNL WORK PLAN  
Operations, Maintenance and Services



55949

**Work Plan Name / Rev: BL18 MOVE CABINET / 0**

WORK SCOPE/DESCRIPTION				
Requester (Name/Badge/Division):	Vasquez, Silbino / 00603217 / X186			
Location of work (Bldg/Rm/Other):	8700 / / BL 18			
Work Plan Title:	1531808 move cabinet to the basement			
Description of Service/Work Needed:	remove floor plug and use crane to move cabinet down to basement			
Charge Number, if required:				
Work Plan Grade/Worktype:	3 / 0			
Author (Name/Badge):	Vasquez, Silbino / 00603217			
File Attachments:	Badge	Name	Attachment Desc	File Name
	00603217	Vasquez, Silbino	block drawing	BL 18 Floor plug shielding.pdf

**INSTRUCTIONS**

Prerequisites/Precautions:  
make sure to post area to warn personnel of open hole

Directions:  
remove floor plug and move cabinet using crane

Post Work Testing:

Closeout:

**JOB HAZARD EVALUATION**

HAZARDS	PERMITS / CONTROLS
Hoisting and Rigging	<ul style="list-style-type: none"> <li><input type="checkbox"/> Hard hats</li> <li><input type="checkbox"/> Safety shoes</li> <li><input type="checkbox"/> Traffic control</li> </ul>
Elevated Work	<ul style="list-style-type: none"> <li><input type="checkbox"/> Work at unprotected heights over 4 feet - <a href="#">Fall Protection</a></li> <li><input type="checkbox"/> Safety Harness/Fall Protection Equipment: Specify.</li> </ul>
Covid-19	

**DOCUMENTATION REVIEW AUTHORIZATION**  
(Approvals are certification of hazards assessment)

Reviewer/Approver Roles	Signature	Date
Accountable Management (Service Provider, Line, Equipment Owner, or Facility Management)	Cross Jr, Bobby Lee	
Task Leader	Vasquez, Silbino	
Work Package Concurrence		
Facility Manager		
Operations Supervisor		
Facility Manager Approval To Start Work		
Facility Manager		
Work Start Authorization		
Task Leader		
Work Acknowledged Complete		
Task Leader		
Worker Feedback:		

WORK DETAILS - Directions			
Hazards	Permits/Controls	Resources	Dur
1) - remove floor plug and move cabinet using crane			
Hoisting and Rigging	<ul style="list-style-type: none"> <li>  Hard hats</li> <li>  Safety shoes</li> <li>  Traffic control: Post area to warn personnel about open hole/ fall hazard.</li> </ul>	Rigger/Ironworker	2
Elevated Work	<ul style="list-style-type: none"> <li>  Work at unprotected heights over 4 feet - <a href="#">Fall Protection</a></li> <li>  Safety Harness/Fall Protection Equipment: Specify. Wear fall protection when working platform that is over 4ft high</li> </ul>		
Covid-19	<ul style="list-style-type: none"> <li>  wear facemask and practice social distancing</li> </ul>		

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## PRE-JOB SAFETY REVIEW GUIDE

ID: 55949

**Scope of Work:** Review work package/plan to ensure all participants understand the work activity.

**Hazards:** Review the hazards identified in Job Hazard Evaluation (JHE) / work plan (IOP).

- ε Since the work package / plan was written: 1) Have conditions changed? 2) Are there new hazards? Refer to Field Notes and Focus Areas.

**Hazard Controls / Permits:** Review:

- ε Written permits for the work activity.
- ε Precautions, step warnings, Hold Points ...
- ε Personal Protective Equipment (PPE)

- ε Work instructions for information - e.g., steps where hazards are introduced.
- ε ORNL subject area requirements - e.g., non-permit hazard controls.

**Performing Work:**

- ε Discuss group/individual responsibilities for safe & effective work.
- ε Follow work instructions & safety procedures.
- ε Availability/location of materials, tools, etc.
- ε Any previous experiences / lessons learned?
- ε Response if work cannot be performed as planned.
- ε What is the worst thing that could happen?
- ε Are there *Potential error traps* with the job? → →
- ε Take a minute before: work start & leaving work area.
- ε Work Hand-off / Turnover - workers & Task Leader

→ **Potential Error Traps:**

- ε Time pressures
- ε Distractive environment
- ε High workload
- ε First time evolution
- ε First day back
- ε Vague guidance
- ε Over confidence
- ε Imprecise communications
- ε Work stress

**Abnormal Situation Response:**

- | Stop Work: Observe an unsafe act, activity or condition that creates an imminent danger.
- | Emergency Response: Discuss egress paths or other responses if problems are encountered.

**Field Notes and Focus Areas:** (Use this area as a work space to record notes related to new hazards identified in the field or changed conditions. Record feedback in work package/plan information systems.)

*By signing below, I am indicating that I have been briefed on the potential hazards associated with completing this job.*

Signature / Badge	Date	Signature / Badge	Date

