

Draft  
**ORNL WORK PLAN**  
 Operations, Maintenance and Services  
 Work Plan Name / Rev: 1599963 BL5 / 0



59533

WORK SCOPE/DESCRIPTION	
Requester (Name/Badge/Division):	Marrs, Robert / 03053994 / X186
Location of work (Bldg/Rm/Other):	8705 / / BL5 CNCS
Work Plan Title:	BL5 DD Chopper Shielding Mockup
Description of Service/Work Needed: Have carpenters assemble a wooden mockup of the proposed DD chopper shielding and install at BL5 for test fitting.	
Charge Number, if required:	
Work Plan Grade/Worktype:	3 / 0
Author (Name/Badge):	Marrs, Robert / 03053994
File Attachments:	
INSTRUCTIONS	
Prerequisites/Precautions: Obtain engineering drawings of proposed shielding.	
Directions: Have carpenters assemble mockup in place on BL5.	
Post Work Testing: Allow engineering and instrument team to inspect mockup and clearances.	
Closeout:	
JOB HAZARD EVALUATION	
HAZARDS	PERMITS / CONTROLS
DOCUMENTATION REVIEW AUTHORIZATION (Approvals are certification of hazards assessment)	
Reviewer/Approver Roles	Signature
Facility Manager	
Operations Supervisor	
Facility Manager Approval To Start Work	
Facility Manager	
Work Start Authorization	
Task Leader	
Work Acknowledged Complete	
Task Leader	
Worker Feedback:	

Draft  
ORNL WORK PLAN  
Operations, Maintenance and Services  
Work Plan Name / Rev: 1599963 BL5 / 0



## PRE-JOB SAFETY REVIEW GUIDE

ID: 59533

**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