TASK SAFETY PROCESS

Title: Blind Installation without fresh air
TSP Number: P0002
Issue Date: 1/29/2014
Revision Date: N/A
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The following are guidelines. Client or Project Specifics may superseded this document. Consult Project Manager with conflicts.

Task Step	Step Hazard	Hazard Mitigation	Picture
REVIEW BLINDING PROCESS 2.16 of the EH&S Manual Review LOCKOUT & TAGOUT 2.14 of the EH&S Manual Does owner have site specific plan?			
1) Walk down Job a. Verify Line b. Verify Blind location c. Verify product d. Verify Loto e. Verify class and material f. Verify if documented torque is required. g. Verify if scaffold is required h. Review Process Safety Overview and obtain MSDS information for the specific product	1) Wrong bolt and gasket type 2) Are gaskets asbestos 3) Over / Under tightening 4) Is there a potential for High LEL	1) Verify information with operations 2) Eyes on Path 3) Mind on Task 4) Hazard Assessment 5) Verify job note requirements for bolts and gaskets, i.e. b-7 or b-16 6) Verify QC requirements 7) Have gasket sampled is asbestos suspected. 8) Gas testing	
2) Set up Job i. Obtain permitting j. Walk down lockout and verify paper work is signed i.e. task tracker. k. Prepare a THA l. Verify accuracy m. Have scaffold built if required. n. Inspect tools o. Gather material p. Discuss with operations if a Vac truck and drain pan are required. q. Verify PPE	1) Sharp object 2) Heavy lifts 3) Strain/sprains 4) Missing or unlocked locks 5) Insufficient access	1) Proper PPE – Identify 2) Mechanical lifting aides 3) Get assistance 4) Visually verify Loto components are in place.	
3) Verify Zero Energy and put lock(s) on box.	1) Pinch points 2) Product Exposure 3) Loss of containment 4) Plugged bleeder 5) Bleeder not lowest point or far away 6) Belly in the line 7) High LEL	1) Proper PPE – Identify 2) Hand placement 3) Proper techniques 4) Containment 5) Rod out bleeder 6) Closer or lower drain point 7) Raise low section so it can drain 8) Gas test bleeder prior to flange break if necessary	
4) Hang Rigging if necessary then Loosen flange	1) Pipe strain 2) Pinch points 3) Product Exposure 4) Strains 5) Loss of containment 6) LEL / Static 7) Breaking wrong flange	1) Pipe or equipment damage 2) Line of fire 3) Proper PPE-Identify 4) Hand placement 5) Proper techniques 6) Zero energy 7) Containment 8) Face shield 9) Away from body 10) Use magnet cables for grounding if necessary 11) Use non sparking tools if required 12) Supervisor must witness all initial line breaks	
5) Remove necessary bolts	1) Pinch points 2) Pipe spring/ load shifting 3) Drops 4) Breaking wrong flange	1) Proper PPE-Identify 2) Hand placement Utilize hold backs 3) Line of fire 4) Secure Area 5) Supervisor must witness all initial line breaks.	

6) Spread flange, clean and inspect gasket surface then Insert Blind a. Wedges b. Hydraulic spreader	1) Pinch points 2) Pipe spring 3) Metal fragmentation 4) Flying Objects 5) Drops (wedges) 6) Flange leak	1) Proper PPE -Identify 2) Hand placement 3) Line of fire 4) Face shield/PPE 5) Inspect Tools/secure tools 6) Verify flange face is clean of debris and undamaged	
7) Reinstall Bolts / Tighten flange	1) Pinch points 2) Improper assembly/valve orientation 3) Improper torqueing of bolts	1) Proper PPE –Identify 2) Hand placement 3) Verify nuts/valve are facing the right way and the right studs and gaskets are used 4) Refer to conversion tables for proper torque values	
8) Housekeeping / Remove lock /Sign off of LOTO log (Task Tracker, ESI, etc.)	1) Pinch points 2) Strains 3) Slips/Trips/Falls 4)	1) Eyes on path 2) Mind on task 3) Hazard Assessment 4) Verify locks are removed before leaving in case operations needs to access line	

SPECIAL NOTES: **Items in RED indicate previous incidents.**