



**WP/SEA MINIMUM REQUIREMENTS
Bolted Pipe and Steel**



MEMORY JOGGERS

Ensure that the following conditions are met before proceeding. If not met, address on WP/SEA.

- Communicate the **“RIGHT TO STOP WORK AUTHORITY POLICY”** and is exercised by all crewmembers and other personnel that believe something or some condition has changed. The job is to be stopped and accessed before proceeding. The WP/SEA may need to be modified or a new WP/SEA maybe required before starting the work task again.
- Verify access and escape routes are clear at all times or alternative routes marked and the work force informed.
- Verify the location of the nearest eye wash station. If the distance is considered to be too far a portable eye wash station is to be provided.
- Verify process temperature is in a safe range to prevent crewmembers from being burned before starting.
- Verify the weight to be lifted is within GIS Rigging Practices limit.
- If needed place 3/8” or 1/2” plywood over fiberglass grating for support.
- Wherever possible, cables and hoses are to be kept to a minimum length, run through mouse holes, secured at regular intervals and kept away from ladders, walkways and wet areas.
- Nylon Straps or continuous manmade fiber slings shall be used when making light lifts as per GIS Lifting Practices.
- Check pins and whip checks must be fitted across all crows’ foot connectors before starting.
- Verify good communications is established and maintained between the lift operator and crewmembers while lifts are in progress.
- Do not place hands on the support edges or put them on the beam-ends while being moved or transported.
- Observe and verify that the lifts doesn’t snag or catch on other piping or structural steel previously installed during installation.
- Verify drip pans and open drains in the immediate work area are clean of all combustible materials and protected with wetted fire blankets and plugs inserted into the piping covered with water.
- Check all areas above and below the worksite to minimize the probability of objects falling onto or from the worksite.
- Verify all instruments, needle valves gauges, electrical and tubing trays have been protected by covering with plywood or fire blanket and /or have been removed if possible.
- Secure drill base to fixed support beam. **(BE AWARE PNEUMATIC DRILL PRESSES WHEN DE-ENERGIZED, WILL FALL)**
- Observe body position while drilling, (protect head eyes hands, fingers, feet and body positioning)
- Have an observer standing by the emergency shutdown valve on the air supply in case the drill becomes free.
- Verify that all QC requirements have been met and have been released for installation.
- Verify the proper tools and materials required to complete the work are available and in good condition.
- If applicable, check fuel, water and oil in all equipment before starting.
- Barriers and signs are to be erected. Barriers are to be removed as soon as practically possible

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ENSURE MINIMUM REQUIREMENTS NUMBERS ARE RECORDED ON WP/SEA

MINIMUM REQUIREMENT

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1) Verify All conditions identified in the “Memory Joggers” section are met (or are not applicable); if ANY are not met, STOP and add the necessary step to the WP/SEA to ensure the safest method possible.
2) Review the work scope with the crewmembers and associated personnel before starting lifting operations.
3) Verify pipe is in the right location and is straight and plumb (sloping if required) before starting hot work.
4) Verify bottom of pipe elevation to the point of where the pipe support attaches.
5) Calculate bottom of pipe elevation plus accessories (slide, I-Rod, etc) if required.
6) Complete QC requirements and transport to the lifting area.
7) Layout area on beam where bolted support pads are to lay and scribe matching bolt holes.
8) Secure pneumatic drill press in place and fasten security cables to drill.
9) Verify air hoses have their proper whip checks and pins installed. All cables and air hoses are out of the walkway and protected.
10) Energize air supply slowly to pressurize air line to drill
11) Energize air to drill slowly and apply light pressure to the drill.
12) Drill holes slowly applying a light oil as needed to prevent the drill bit over heating and locking up in hole
13) Upon completing drill operations de-energize air hoses and remove drill press.
14) Attach rigging to pipe support as per GIS Rigging Practices.
15) Verify all U-Bolts and accessories are on location and ready for installation.
16) Install Red Barrier Tape barriers around work area.
17) Lift pipe supports into the new location and secure with safety rigging.
18) Install U-Bolt and accessories (if required) and snug to touch.
19) Verify pipe support is plumb and square.
20) Install bolts through pipe support pad and beam and tighten bolted connection.
21) Remove all rigging and lower to safety to be stowed away.
22) Review all QC functions before signing off.
23) Make final adjustments on U-Bolt and accessories and tighten
24) Upon complementing the work, a review of the work area by the designated person will remove all barriers or will instruct one of the crewmembers to do so.
25) The designated person and crewmembers will verify that all the equipment and location have been left in a clean, safe condition. All the tools, equipment and barriers have been removed and all persons have been accounted for.

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