

# MINIMUM REQUIREMENT

	<b>WP/SEA MINIMUM REQUIREMENTS FABRICATION AND INSTALLATION OF SUPPORT BRACKETS</b>	
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<b>MEMORY JOGGERS</b>
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| <b>Ensure that the following conditions are met before proceeding. If not met, address on WP/SEA.</b>   |
| <ul style="list-style-type: none"> <li>➤ Communicate the <b>“RIGHT TO STOP WORK AUTHORITY POLICY”</b> 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.</li> <li>➤ Review the scope of work with all crew members to ensure a clear understanding among the crew.</li> <li>➤ Inspect all tools and equipment prior to begin of work</li> <li>➤ Obtain Hot Work Permit if needed and write WP/SEA</li> <li>➤ Scan work area for obstructions prior to begin of work.</li> <li>➤ Verify employees are wearing complete PPE.</li> <li>➤ Route all extension cords out of walk ways and caution off if needed.</li> <li>➤ Ensure proper hand placement to avoid pinch points</li> </ul> |

<b>MINIMUM REQUIREMENTS</b>
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| 1) Verify <b>All</b> conditions identified in the “Memory Joggers” section are met (or are not applicable); if <b>ANY</b> are not met, <b>STOP</b> and add the necessary step to the WP/SEA to ensure the safest method possible. |
| 2) Inspect all tools and equipment prior to beginning work  |
| 3) Perform gas detection if needed.   |
| 4) Route extension cords out of path of work area. Make sure to use GFCI’s with all electrical tools.   |
| 5) Ensure proper eye and hand protection prior to beginning work  |
| 6) Lay out supports   |
| 7) Drill and cut supports   |
| 8) File any rough edges on clips.   |
| 9) Bolt bracket together  |
| 10) Cut isolation rubber for supports using diagonal cutters or electrical succors.   |
| 11) When using ladders, secure ladder and do not over extend from center of ladder.   |
| 12) When working at heights or near hand rails wear fall protection and ensure rescue plan is in place.   |
| 13) Secure supports.  |
| 14) Review Minimum Requirement for Drill usage  |
| 15) Review Minimum Requirement for Use of Hilti Gun.  |
| 16) Return all unused hardware and or tools to proper storage.  |
| 17) Roll up all cords and return them to storage area.  |
| 18) Clean up work area and dispose in proper bins.  |

ENSURE MINIMUM REQUIREMENTS NUMBERS ARE RECORDED ON WP/SEA