

# MINIMUM REQUIREMENT



## WP/SEA MINIMUM REQUIREMENTS INSTALLATION OF PNEUMATIC PANELS



### 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.
- Review the scope of work with all crew members to ensure a clear understanding among the crew.
- Inspect all tools and equipment prior to begin of work
- Obtain Hot Work Permit if needed and write WP/SEA
- Scan work area for obstructions prior to begin of work.
- Verify employees are wearing complete PPE.
- Route all extension cords out of walk ways and caution off if needed.

### MINIMUM REQUIREMENTS

- 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) 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) Gather all tools and materials
- 7) Use crane when needed for heavy loads and don’t stand under or between loads.
- 8) When sliding panel into position use proper body positioning and get help when needed.
- 9) While securing panel into place watch hand placement and make sure wrenches don’t slip off of bolt heads
- 10) Return all unused hardware and or tools to proper storage.
- 11) Roll up all cords and return them to storage area.
- 12) Clean up work area and dispose in proper bins.

**ENSURE MINIMUM REQUIREMENTS NUMBERS ARE RECORDED ON WP/SEA**