



# MINIMUM REQUIREMENT

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|   | <b>WP/SEA MINIMUM REQUIREMENTS</b><br><b>Removing and Installing Clamped Grating</b> |  |
| <b>MEMORY JOGGERS</b>  |  |   |
| <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 with crew proper use of hand tools and body positions when using them.</li> <li>➤ Do not over-reach. Keep proper footing and balance at all times. Proper footing and balance enables better control of the tool in unexpected situations.</li> <li>➤ Conduct WORK SITE inspection.</li> <li>➤ Verify clear access for emergency escape.</li> <li>➤ Complete and Review Fall Protection Minimum Requirements.</li> <li>➤ Do not work over water in open hole situations if Rescue Plan is not available</li> <li>➤ Notify all personnel that you are starting to remove grating and that there will be an <b>OPEN HOLE</b>.</li> <li>➤ Verify that all hard barriers and caution signs are in place before starting and are removed upon completion of work.</li> <li>➤ Ensure barricade is made of “hard material” namely pipe and when constructed can withstand at least 200 lbs or the weight of the heaviest man on the platform.</li> </ul>  |  |   |
| <b>MINIMUM REQUIREMENTS</b>  |  |   |
| <ol style="list-style-type: none"> <li>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.</li> <li>2) Review the work scope with the crewmembers and associated personnel before starting</li> <li>3) Review Rescue Plan and implement as necessary</li> <li>4) Install Red Barrier Tape around work area.</li> <li>5) Install hard barricade around work area that will be a potential OPEN HOLE, using a spring loaded swing gate.</li> <li>6) Implement Fall Protection Minimum Requirements.</li> <li>7) When required for the larger pieces install rigging as per GIS Rigging Minimum Requirements.</li> <li>8) For the small pieces ensure that a line is fastened to the grating being removed or installed and secure it from falling.</li> <li>9) Provide protection from grating clips being removed (a tarp or net can be stretched underneath the area.)</li> <li>10) Before removing grating cut new pieces or panels and have them ready for installation.</li> <li>11) Loosen up the clamps and remove them from one piece of grating at a time.</li> <li>12) If the grating is connected around penetrations, a pneumatic Saws-All or reciprocating saw will be used to cut the grating apart.</li> <li>13) Upon removing grating have riggers lift grating out of hole.</li> <li>14) Attach rigging or safety line on new grating before installing.</li> <li>15) Set new piece of grating in insuring that it is supported on all leading edges.</li> <li>16) If grating has areas that flex when you walk over it check structural support.</li> <li>17) Install structural steel as required preventing failure.</li> <li>18) Tighten all grating clamps.</li> <li>19) Supervisor or QA/QC must sign off before proceeding to next steps.</li> <li>20) Remove hard barricades.</li> <li>21) Remove all caution barricades.</li> <li>22) Clean areas of all scraps and have equipment stowed away.</li> <li>23) Supervisor and crew to review area for cleanliness and that no areas where missed.</li> </ol> |  |   |

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