



H S E

HEALTH SAFETY ENVIRONMENTAL



Alert #: 13-18

Date: 8/24/18

Permitting

We couldn't be more proud of our employees for the effort and work that they put out every single day. In addition to being expert craftsmen, we require documentation to be completed daily by each crew. Some of this documentation is task specific, related to employee time or could be any one of several different forms that we utilize to track safety or equipment information. You do it all and we can't thank you enough.

Along with Company required paperwork, many of our Clients have documentation that they require us to work with as well. This consists of participation in observations, risk assessments and permitting.

Permitting is a critical step in safe work practices. We rely on a permitting process to assist with identification of critical hazards that our Clients identify which help to keep us safe while performing our tasks. Although this is something that is usually provided to us by the Client, we want to make sure that our employees are doing their part as well. This mainly consists of confirming that a permit is issued confirming that it is the correct permit and then adding that permit number to our JSEA. Remember this is not only a Client requirement. Almost every one of our policies requires some form of Client authorization (this is usually a permit).

Just recently, we were working on a Client facility and a situation arose where we were found to be working without a valid permit. This was something that was rather unexpected and Leadership decided to open an internal investigation in an effort to prevent future gaps.

Summary of Event

Crew was tasked with hotwork on Client facility. Verbal approval was given in three communications. In a later meeting, it was discovered that the hotwork permit was never authorized and the crew was shut down.

Root Causes

- Breakdown in Permit process
 - No Hotwork permit issued
 - Working off of different permit from earlier task
- Scope Change (3 times)
 - Original hotwork planned could not be performed due to sampling
 - Crew was put on another assignment in morning
 - Crew was pulled off of that assignment and put on another before lunch
- Verbal Acknowledgment Only (3 times)
 - Although crew had the "go ahead" by responsible parties, permit was never brought on site.

After review of findings and a much deeper dive into the situation, we feel that there were plenty of positives that happened. The only finding was that the permit was not on site prior to starting work.

In closing, we all take pride in knowing that quality work in the safest means possible is what we do. But we must remember to take our time and confirm that all documentation required for us to perform our job is completed...and on site. We expect every employee to question when something is missing, and put their eyes on all documentation to confirm that it is completed and correct.

If you have any questions, please feel free to contact the Corporate HSE Department.

***Report all incidents immediately to the Hotline
1-855-543-5163.***

SAFETY ALERT