

MINIMUM REQUIREMENT



WP/SEA MINIMUM REQUIREMENTS SECURING TUBING



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) Lay out clips and drill and cut clips
- 7) File any rough edges on clips.
- 8) Cut isolation rubber for clips using diagonal cutters or electrical succors.
- 9) When using ladders, secure ladder and do not over extend from center of ladder.
- 10) When working at heights or near hand rails wear fall protection and ensure rescue plan is in place.
- 11) Install clips by bolting into tray to hold tubing in place
- 12) If using prefab tubing gang clips bolt clips to tubing or secure down to tray.
- 13) When securing with banding straps ensure not cut hands on sharp edges and fold tubing over clip.
- 14) Return all unused hardware and or tools to proper storage.
- 15) Roll up all cords and return them to storage area.
- 16) Clean up work area and dispose in proper bins.

ENSURE MINIMUM REQUIREMENTS NUMBERS ARE RECORDED ON WP/SEA