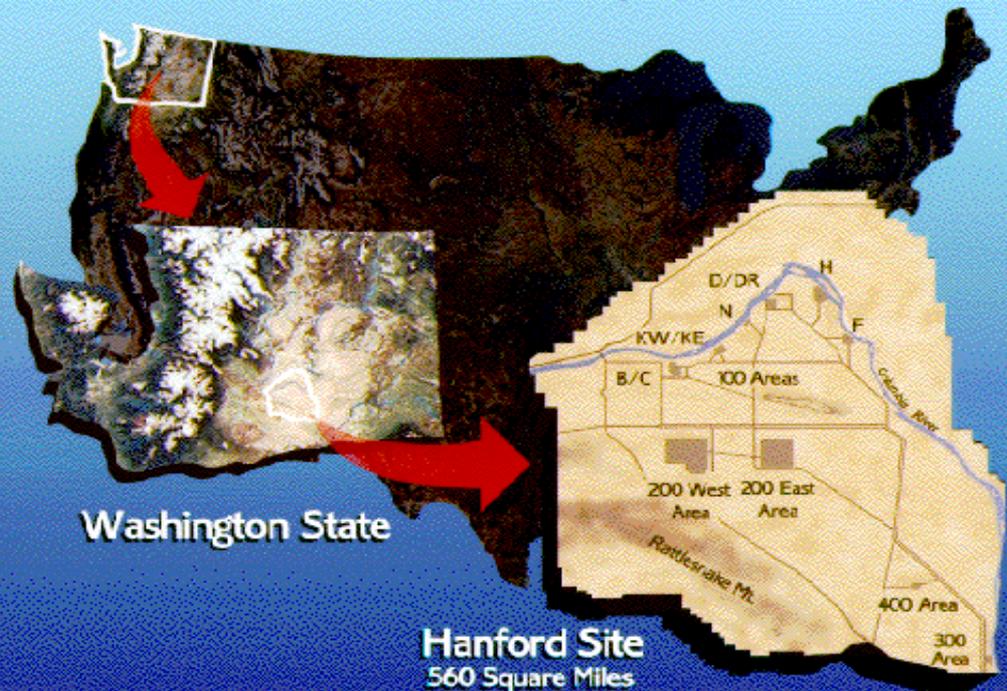


# Hanford Site Wide Lock Out/ Tagout Program

## Hanford Site Location Map



*Moderator: Rocky Simmons*

*Presenters:*

*Andy Foster & Keith Eliason*

# Hanford Site-wide Standards

Hazardous Waste Operations and Emergency Response (HAZWOPER) Training (Now DOE-0355)

Lockout/Tagout Procedure (Now DOE-0336)

Confined Space Procedure (Now DOE-0360)

Chronic Beryllium Disease Prevention Program (Now DOE-0342)

Respiratory Protection Program (Now DOE-0352)

Hoisting and Rigging Manual (DOE/RL-92-36 Release 30)

Fall Protection Program (Now DOE-0346)

Electrical Safety Program (Now DOE-0359)

Radiation Safety Training (Now DOE-0357 and DOE-0358)

Hanford General Employee Training, (Now DOE-0356)

Industrial Hygiene Database (Now DOE-0351)

Employee Job Task Analysis

Excavating, Trenching and Shoring Procedure (Now DOE-0344)

Hazardous Chemical Reporting (Now DOE-0361 & DOE-0362)

# Hanford Involvement

Hanford-site contractors may participate in the development of site-wide standards if they choose to or are directed by their respective DOE Field Office

Organized labor at the Hanford Site consists of the following:

- **Hanford Atomic Metal Trades Council**
- **Hanford Guards Union**
- **Central Washington Building & Construction Trades Council**

These unions are represented in this process and provide membership to the committees

# Benefits of Site Standard for lock out tag out practices

Main objectives:

- ✓ Continuous improvement
- ✓ Employee involvement

# Why do we need for a site wide program?

Multiple contractors with same goal of reducing hazards to workers

Having the same hazardous energy control procedure:

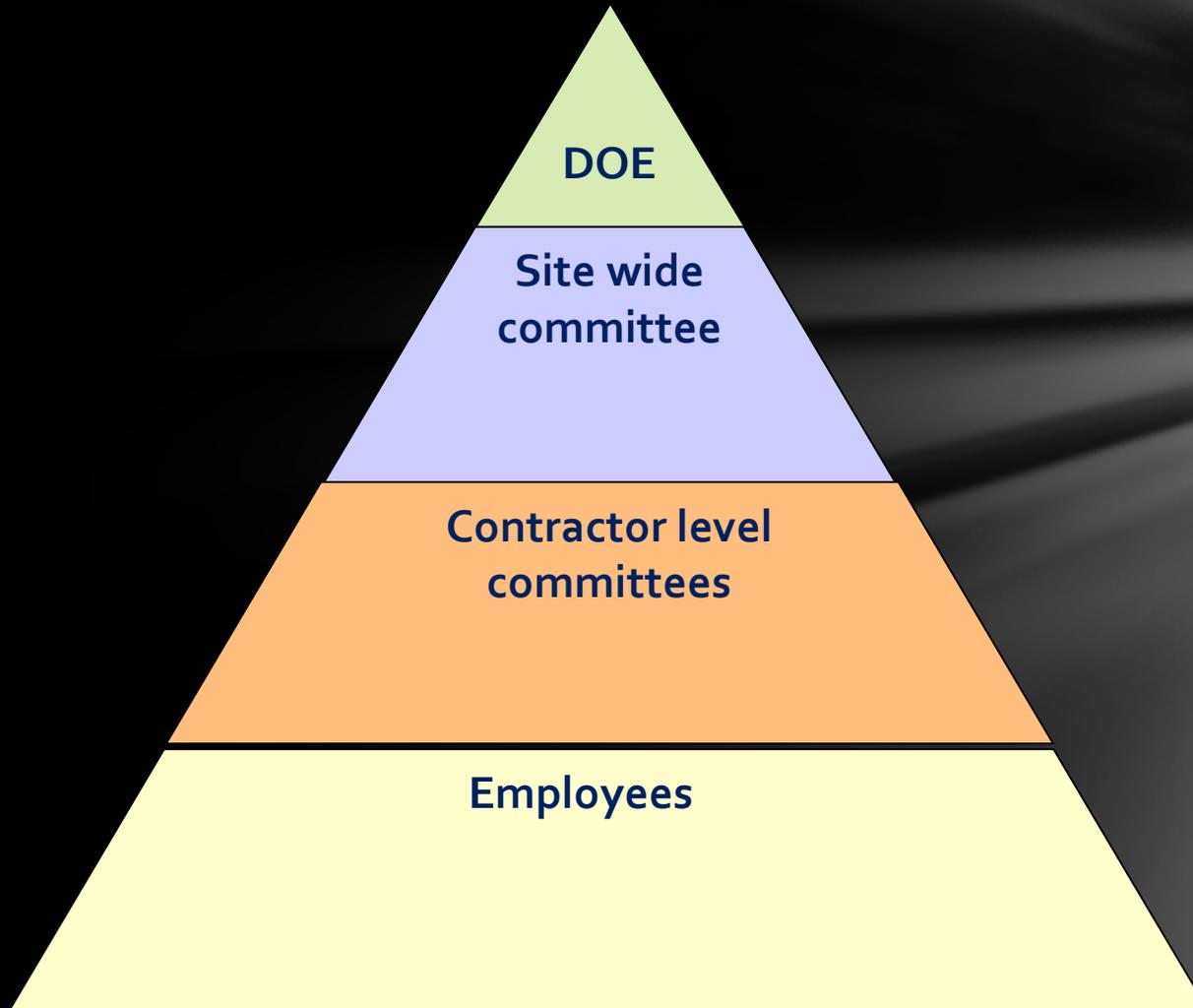
- Reduces confusion for workers performing work between multiple contractors.
- Reduces mistakes
- Like reporting
- Minimizes needless training

Initial product was DOE-0336 Rev 0



Run time on Rev 0 was approximately  
2 years

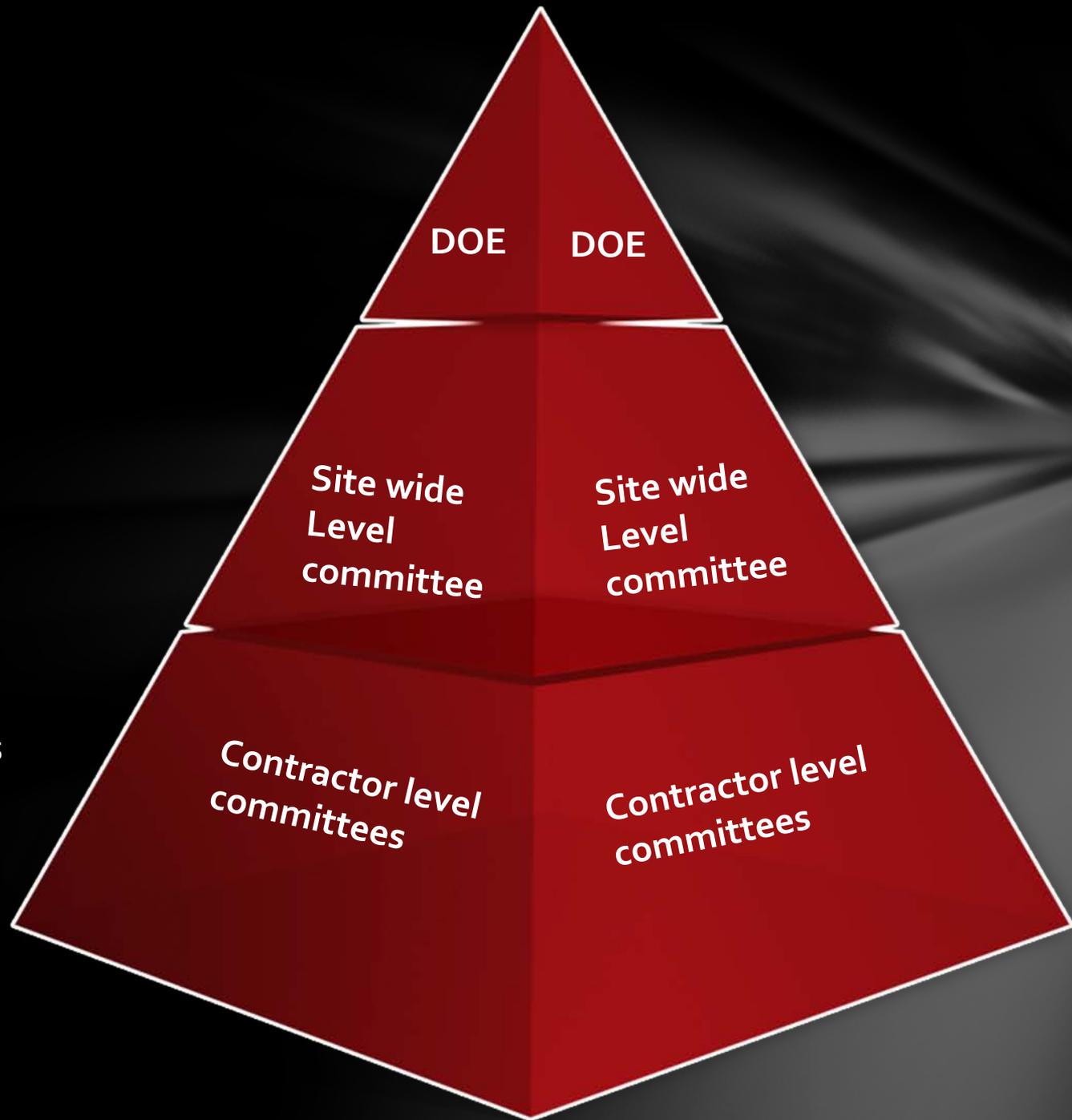
# A pyramid scheme that actually works!



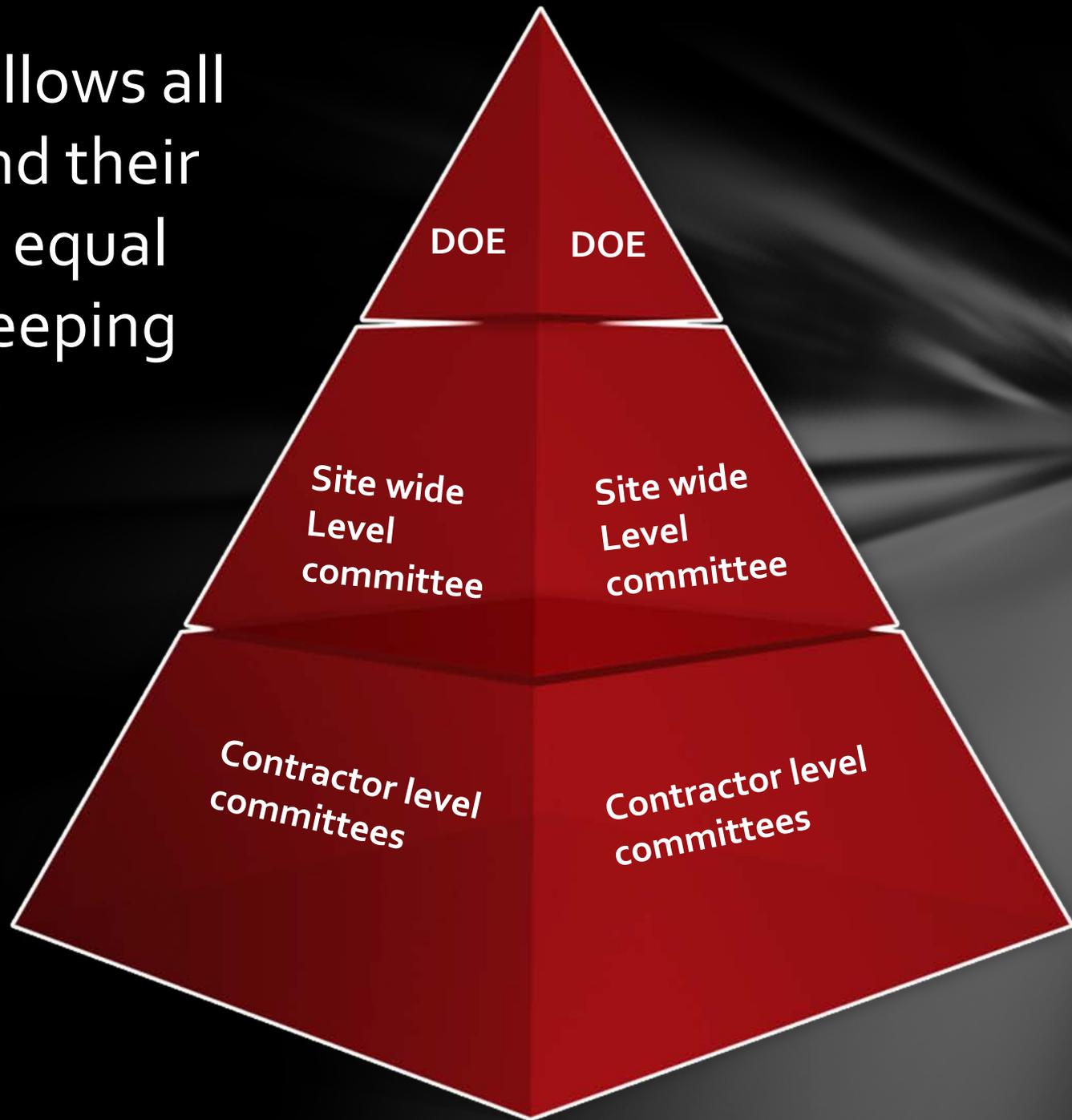
DOE SME/POC

SME / Bargaining Unit  
Representatives –  
single committee  
from representative  
from the 4 below  
committees

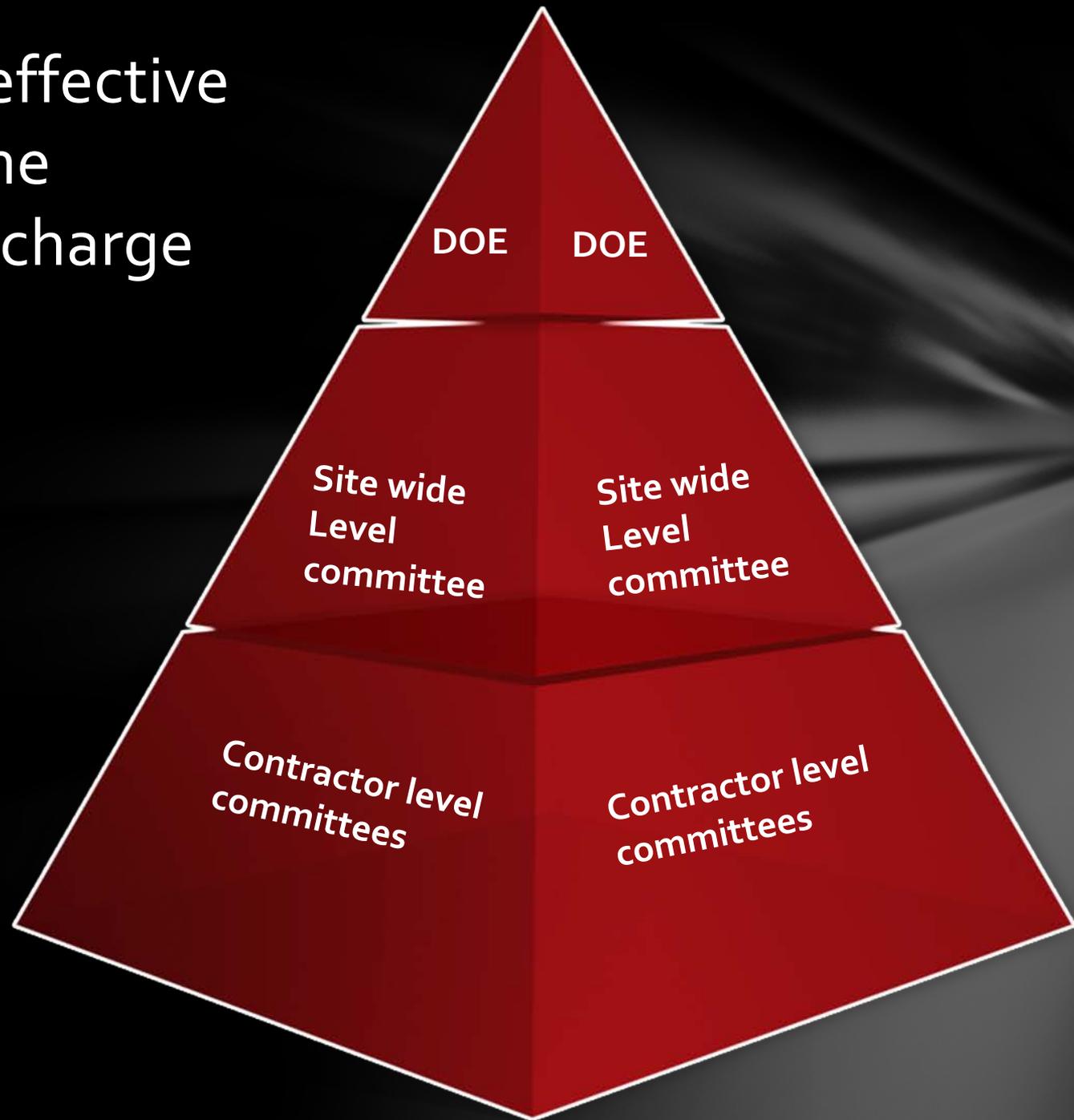
Prime Contractor/ Workers  
make up 4 separate  
committees



This process allows all contractors and their employees an equal voice, while keeping the size of the committees manageable



One path for effective feedback to the committee in charge



# Other Feedback Mechanisms:

- ✓ Email to SME's or committee chairs
- ✓ Committee interpretation forms
- ✓ Training feedback forms
- ✓ Open door policy (confidentiality maintained)
- ✓ Relationship building
- ✓ Time in field
- ✓ Annual surveillance / assessment

# The Revision process

Complicated process, but ensures that all parties have input to how the procedure works



# First step for a revision

- Form another committee!!
- It's a smaller revision subcommittee
- This committee is made up from representation from each contractor
- Equal partnership between exempt and bargaining unit employees

# The revision committee meets

- Reviews procedure - page by page
- Reviews each comment or question received
- Reviews current interpretations

*Readily Identifiable (example)*

*How to control unfinished work (example)*

# Initial Draft

- The initial draft is reviewed by the site wide committee
- After a positive vote, the draft is sent to each contractor teams for review and comment
- Comments from initial draft are reviewed and accepted, rejected or accepted in principle

# Modified Draft

- DOE approves or rejects with comments
- If approved, implementation plan is developed
- If rejected, comments are addressed and sent through Senior Management Team

# Final Draft

- Cost and schedule impacts are addressed and communicated to DOE
- All stake holders must be satisfied
- GAP training:
  - ✓ Video of gap training concepts
  - ✓ Hand out material
  - ✓ Badge Cards to wear as a reminder

# Completed Revision

- Feedback:
  - Directly to Contractor SME's
  - Directly to Site board chairman
  - Training feedback forms
  - After GAP training
- Comments are saved for the next revision.
- Urgent matters are made into interpretations or guidance documents.

# Hanford Gap Training Video



# Thank You for Your Time!

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