

STANDARD
SAFETY
PROCEDURE
(TEMPORARY BARRICADES)

Approved by: Danny White

Rev. #7

1.0 Purpose:

To protect employees, contractors and visitors from identified unsafe conditions, whether they are accidental or created in the performance of maintenance and/or construction work. The Temporary Barricades Procedure provides the necessary instructions for the proper use of tape barricades and the communication of the hazard(s) to all who may encounter them.

2.0 References:

- 2.1 Refer to MSDS sheets for hazards, environmental information, and recommended personal protection equipment of any chemicals or solvents you may come in contact with.
- 2.2 Temporary Barricade Computer Base Training Module.
- 2.3 MSDS sheets are located in the Lab, the ERT trailers, and on the Davison Interlan.

3.0 Precautions and Limitations:

- 3.1 Every person at the facility is responsible for adequately marking off with the appropriate tape any area or equipment in which a hazard may exist. **Failure to comply with the requirements of this procedure will result in disciplinary action.**
- 3.2 Barricade tape shall only be used as a temporary preventive measure and must be removed after the hazardous situation has been corrected.
- 3.3 Different colored tapes cannot be used simultaneously.
- 3.4 Radiographic (x-ray) contractors are required to use a special yellow/magenta barricade tape. No one, except the radiographic employees, will be allowed entry into the barricaded area while the special colored tape is up. No tagging of the special barricade tape will be required as the situation is temporary, short lived and has to be removed upon completion of the x-ray work.

4.0 Prerequisites:

- 4.1 A determination as to the severity of the situation must be established to know what color tape to use and how large an area must be barricaded.

- 4.2 A yellow “CAUTION” plastic tag must be attached to each taped area to identify the person who hung the tape, the date, and the hazard in the taped area. Write in full first and last name, no initials. **(NOTE: Contractors will write the name of their company on the tags, to determine which contractor installed the temporary barricade)**

- 4.3 You must first determine the reason for yellow barricade tape before entering the area. Extreme caution must be used

- 4.4 Permission from Operations, Construction, or Maintenance supervision must be obtained before entering an area with red barricade tape.

- 4.5 If you come across a hazardous situation involving a Class 1 substance, have someone go get the barricade tape while you remain to warn others of the situation.

- 4.6 Anytime an area needs to be marked off with barricade tape inside an operating unit, by another group, operations shall be notified.

- 4.7 The person who puts up the barricade tape is also responsible for taking it down once the hazardous situation has been corrected.

- 4.8 Ensure that all barricades are kept in good working order and are replaced if found in poor condition.

5.0 Tools and Materials List:

- Yellow tape - denotes “Caution” (available in warehouse)
- Red tape - denotes “Danger” (available in warehouse)
- Yellow/magenta “Danger” (supplied by Radiographer)
- Yellow “CAUTION” plastic tag (available in warehouse)
- Additional barricading if necessary (wooden barricade, flashing lights, etc.)

6.0 Special Equipment:

None needed for this procedure.

7.0 Procedure Steps:

7.1 Every person at the facility is responsible for adequately marking off with the appropriate tape any area or equipment in which a hazard may exist.

7.2 When a hazardous situation is identified, the appropriate supervisor shall be contacted and everyone working in the area shall be informed.

NOTE: The degree of hazard to personnel who may need to go within the area shall be the determining factor as to the use of red or yellow tape.

7.3 Yellow tape shall be used to denote “Caution”.

- a.) Yellow tape will be used to give notice of hazards that can be seen by personnel coming into the area.
- b.) These hazards are not to be considered life threatening or disabling.

7.4 Red tape shall be used to denote “Danger”.

- a.) Red tape will be used to give notice of areas where the hazard is of a class one substance, or not apparent coming into an area.

b.) These hazards could possibly be life threatening or disabling.

7.5 Yellow/magenta shall be used to denote radiation “Danger”.

a) Yellow/magenta tape will be used to mark the area/s where the hazard is of a radiographic/x-ray nature and is not readily apparent.

b) These hazards could be life threatening or disabling.

7.6 A determination as to the severity of the situation must be established.

a.) Decide what color tape will be used.

b.) How large of an area must be roped off.

c.) Are additional means of barricading necessary, such as wooden barricades or flashing lights?

7.7 Anytime an area needs to be marked off with barricade tape inside an operating unit, by another group, operations shall be notified.

7.8 Construction and maintenance personnel are responsible for barricading areas where they are working if they feel a situation could be hazardous to any person coming within that area. Operations must be notified as to the reason for the barricade.

7.9 A yellow “CAUTION” plastic tag must be attached to each taped area identifying the person who hung the tape, the date and the hazard in the taped area. The tags are available in the warehouse. The person who fills out the tag is to write down his/her full name for identification.

NOTE: A). If the need for the barricade becomes unnecessary, because there is no longer any danger, then the yellow plastic tags should be removed and the barricade taken down.

B). If the need for the barricade remains, the plastic tags on the red tape will be updated daily for the duration of the barricade.

7.10 It is impossible to develop a list that covers all situations. Good judgment and in extraordinary situations, consultation with supervision and the Safety Coordinator shall be applied where necessary.

7.11 The following are some guidelines for specific situations:

Examples where yellow tape might be used:

- a.) An unguarded damage grating over a ditch.
 - Barricade at least 3 feet from the ditch.
- b.) Work being performed overhead where something could fall.
 - Barricade out far enough to keep falling objects inside tape.
- c.) Hose used to wash out line in walkway that can cause tripping hazard.
 - Barricade areas on both side walkway opening.
- d.) Low hanging pipes or scaffolds in walkway.
 - Barricade pipes and scaffold in walkway.
- e.) Areas where maintenance work is being performed.

Examples where red tape might be used:

- a.) A leak or spill which is toxic, corrosive, or flammable.
 - Use judgment to a safe perimeter when taking into consideration vapor clouds, toxicity, and wind speed.
- b.) Unguarded man way into a confined space.
- c.) Assembling or disassembling Class 1 material piping systems.
 - These are substances that may cause immediate chemical burn, respiratory threat, or may be flammable or explosive.
- d.) Work areas around where overhead lifts are being made or for overhead lifting.
 - These lifts can be made with cranes and hoists, forklifts, cherry pickers, etc.
- e.) Welding work on levels above where sparks, slag, metal
And/or any hot debris could fall.

NOTE: {CAUTION} Different colored tapes shall not be used simultaneously.

7.12 Yellow tape area responsibilities:

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- a.) Enter only if necessary.

 - b.) Must determine the reason for the barricade before entering. Read the barricade tag to see who put it up and for what reason.
 - c.) Once inside the barricade, extreme caution must be used.
- 7.13 Red tape area responsibilities:
- a.) He/she shall contact other personnel in the area to determine the reason for the red barricade.

 - b.) Operations, construction, or maintenance supervision responsible for setting up the red tape area must be contacted to get the permission required to enter.

 - c.) Verbal approval is adequate.

 - d.) The person will be informed as to the nature of the hazard in the area and shall only stay within that area as long as absolutely necessary.

 - e.) Unauthorized personnel (those without approval from the Operations, construction, or maintenance supervision responsible for setting up the red tape area) will not be permitted within the red barricaded area.
 - f.) Entry to be allowed on an emergency need basis only.

NOTE: If the red barricade must remain in place after hours (nights/weekends) when the installer is not on site, the area foreman on shift over that unit will assume control of the barricade. The barricade installer must give contact and hazard information to the area foreman on shift prior to leaving the jobsite. If you need to enter a red barricaded area after hours, you must get permission from that area foreman on shift. This applies to operations, maintenance and contract barricading. Operations barricades will transfer ownership shift to shift.

- 7.14 Yellow/magenta radiographic x-ray tape area responsibilities:
- a) No one except the radiographic employees may enter the area.

 - b) Emergency entry to be allowed only with the proper PPE and radiation hazard assessment.
- 7.15 In cases of Class 1 leaks, help shall be summoned to install barricade tape.

- a.) The person who found the leak shall stay in the area to prevent others from walking into or under the leak.
 - b.) If barricade tape is not readily available, the person finding the hazard shall stay with the leak to keep others away.
- 7.16 Barricade tape shall only be used as a temporary preventive measure and must be removed after the hazardous situation has been corrected.
- 7.17 The Production General Foremen are responsible for monitoring the validity of barricaded tape locations within their areas of responsibility.
- 7.18 This procedure is part of the Lake Charles Procedure Audit Program and the procedure and practices are audited every month as part of that program. The results of these audits are documented and the data is maintained by the Safety Department.

REVISION HISTORY

Revision date	DESCRIPTION OF CHANGE
10/25/09	Made change to use red instead of yellow flagging for overhead lifting
2/17/10	Added red flagging used when welding on level where sparks, slag, or hot debris could fall.
5/17/10	Added note on page 2 (4.2) contractor will write their name on tag.
7/27/11	Added note on page 7, about after hours flagging ownership.
10/31/11	Specified to use red flag for overhead lifting.
2/29/12	Made correction to 7.4 a on page 4, 7.11 a, c e on page 5 and a, b, d on page 6
12/11/14	Reviewed for updates
12/6/15	Reviewed for updates
10/11/16	Reviewed for updates no changes made.

END