



**FLEET-WIDE  
SAFETY  
POCKET GUIDE**

**JANUARY 2003**



Name: \_\_\_\_\_

Site/Dept: \_\_\_\_\_

Phone: \_\_\_\_\_

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**RESPONSIBILITIES**

NMC

NMC has the responsibility for leadership of the industrial safety and health program, for its effectiveness and improvement and for providing the tools and equipment required to ensure safe working conditions.

MANAGERS/SUPERVISORS/JOB LEADS

Managers, supervisors and job leads are responsible for developing and maintaining the proper attitudes toward industrial safety and health in both themselves and the individuals they lead. They are also responsible for ensuring all work is conducted with the highest regard for the safety and health of all personnel involved.

Point Beach Nuclear Plant  
**PRE-JOB BRIEF CHECKLIST**

JOB/EVOLUTION: <u>SCAFFOLD</u>	AREAS/WO#	DATE: <u>3-22-05</u>
Conducted By: <u>John H. Nelson</u>	ATTENDEES: <u>M. Hoffman</u>	<u>R. B. B...</u>
<u>John G. ...</u>	<u>Lyle ...</u>	<u>Mike B...</u>
<u>Joe Jacobs</u>	<u>M. Schmidt</u>	<u>David ...</u>
<u>...</u>	<u>...</u>	Use back of sheet if necessary

**REQUIRED DISCUSSION ITEMS**  
 (check applicable sub-topics)

**REVIEW / DISCUSS & CHECK OFF ALL APPLICABLE ITEMS**

- ACEMAN (NP 1.1.10)**
  - Accident Free, Control Dose, Event Free, Meet Schedule, Attend Training, No Rework
  - Expected behaviors/results
  - vulnerabilities/lessons learned
- Job Scope**
  - Purpose, leader, resources
  - Procedures, work orders, drawings, permits
  - Termination/Abort criteria
  - Contingency/recovery plans, as applicable
  - Tools, parts
  - Performance/Error Modes
  - Potential consequences/worst case situation
- Potential Hazards**
  - Personnel safety/PPE
  - Plant operation, nuclear safety, trip avoidance, equipment
- Communications**
  - Communication requirements
  - Necessary notifications
  - Individual job requirements are understood
- Error Likely Situations (NP 1.1.10)**
  - First time evolution
  - Distractive or poor environment
  - Inadequate mental/physical state/Fatigue/Stress
  - Overconfidence/Assumptions
  - Time Schedule, Peer pressure/Stress
  - Imprecise/Ineffective communication
  - Multiple or Unfamiliar Tasks
  - Fast/Scope Change
  - Other error likely situations/pre-cursors
- Human Performance Tools (NP 1.1.10)**
  - "Are you ready?" Checklist
  - Admin/Technical Procedure use and Adherence/Placekeeping
  - Challenging Information
  - STAR
  - Verbal Communication
  - Supervisory presence
  - Stop when unsure
  - Co-worker coaching
  - Peer Checking
  - Other defenses/barriers

- Critical Steps**
  - Critical steps identified for the work activity
  - Error likely situations at each critical step
  - Possible consequences of errors at each critical step
  - Defenses or contingencies for each critical step, including use of the appropriate human error reduction tools
- Energy Sources**
  - Tag boundaries
  - Energized equipment, de-energized equipment, pressurized, de-pressurized
  - Protected Worker Log
- Radiological Conditions**
  - ALARA
  - RWP 05-02
  - Radwaste Considerations
- Special Precautions**
  - Industry and in-house operating experience
  - Independent verifications and concurrent checks
  - Confined Space
  - Asbestos, Lead paint
  - Protected equipment in the area
  - Radio Frequency Interference (RFI) areas (e.g., Control Room)
- Other**
  - Logistics support requirements
  - Foreign Material Exclusion
  - Housekeeping
  - Security notification
  - PRMP/Industry event Lessons learned
  - Maintenance Rule Status of the affected system



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**ADDITIONAL INFO/BRIEFING TOPICS:**

Dave Copran 3-22-05

W. V. D. 3-22-05

Kent Peterson 3-22-05

~~W. V. D.~~ 3-22-05

Paul Parker 4668

D. K. D. 1915

Darren Schulte 1959

~~W. V. D.~~ 3-22-05

Bob Loh 3/22/05

Margaret 3731

~~W. V. D.~~