

## Work Planning and Control

Work planning and control is a standardized process used at Fermilab to

- Understand the scope of work
- Identify qualified workers
- Evaluate and control hazards
- Communicate hazards and controls to workers

Authorize, coordinate, and release work and perform it within established controls Your assigned FRA (Fermilab) contact will review and assist with implementation, including helping identify permits, plans, or safety precautions that must be in place before work can begin. Examples of work that may involve additional requirements are

- Electrical work
- Work involving hazardous energy (lockout/tagout)
- Hoisting and rigging
- Work at unprotected height greater than six feet
- Hot work (Welding, Spark Producing)
- Confined Space Entry
- Excavation
- Work in controlled or radiologically controlled area, on accelerator shielding, or with radioactive material
- Hazardous waste generation
- Demolition/Decommissioning
- Penetration of floor, wall, or ceiling

### Pre-job Daily Work Briefings

For construction projects, a documented briefing is required before the start of work to verify controls are in place.

### For More Information

See "Subcontractor Safety Webpage" at:

<http://eshq.fnal.gov/worker-safety-health-for-subcontractors/>

FRA (Fermilab) Contract is either Construction Coordinator, Task Manager, Service Coordinator, or Point of Contact.

## Integrated Safety and Environmental Management System (ISEMS)

To successfully manage risk and continually improve work processes, FRA (Fermilab) incorporates ISEMS into every work process. Adherence to these five core functions is expected.

### ① Define Scope of Work

Subcontractors should fully understand the scope of work provided by FRA (Fermilab).

### ② Analyze Hazards

During the site visit, if one is required, you will be identifying and discussing hazards associated with the scope of work and become more familiar with hazards you may encounter on-site or in the course of your work.

### ③ Develop / Implement Hazard Controls

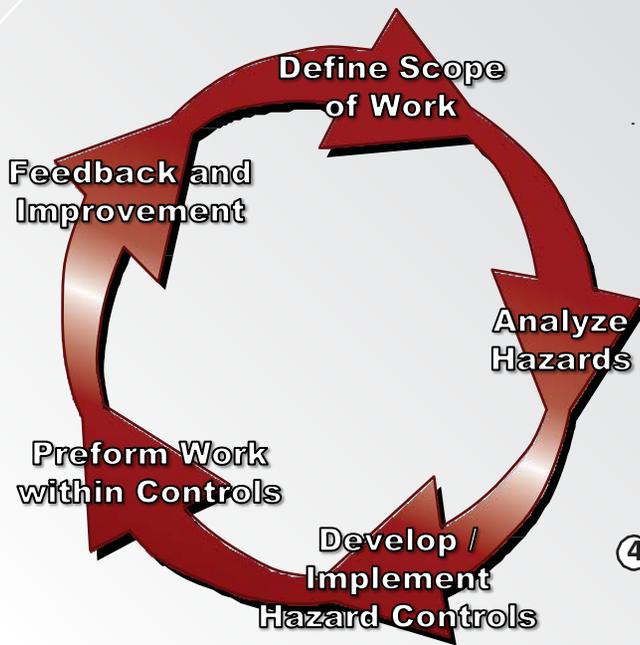
You will develop and implement controls for identified hazards.

### ④ Perform Work within Controls

All workers are expected to work within established controls. Any work that is not described in the scope is considered not authorized and shall be reviewed for hazards and controls prior to commencing that activity. All workers have the authority to stop any unsafe activities.

### ⑤ Feedback and Improvement

The central question is: "How can I do better next time?" Tell your Fermilab contact both what went well and what can be improved. This will support and continuously improve the work planning process to minimize the risk of accident, illness, or injury.



## EMERGENCY

Dial Ext. 3131 or Cell (630) 840-3131

Notify the Construction Coordinator, or Task Manager, or Service Coordinator, or Point of Contract of any incident