

Work Permit Instructions

Use this permit as a communication tool to inform employees of any known or potential hazards associated with the work to be performed. Preparing the Work Permit ensures that the job site is thoroughly tested and evaluated for fire and explosion hazards and possible sources of employee exposure to hazardous substances and job site conditions.

The MATHRIX Foreman (or H&SE Department) will prepare a Work Permit each day prior to the start of any work. This permit will be used in conjunction with any customer-issued permit ("Dual Permit with Others") or work authorization document. In addition, it may be used as a "Closed-Area Permit" if our Client does not use its own permitting system.

DO NOT BEGIN WORK WITHOUT CUSTOMER AUTHORIZATION.

Any time a Work Permit is cancelled, a new Work Permit must be prepared prior to beginning work.

As the Work Permit is being completed, all areas of the Permit must be considered in preparation for safe work. Contact the Matrix Project Manager or H&SE Department if there are any questions. Consult the Corporate H&SE Manual for additional information.

This permit becomes void when one of the following occurs:

- ☛ End of shift
- ☛ End of job
- ☛ Acceptable conditions cannot be maintained.

Instructions

GENERAL INFORMATION SECTION

The top section of page 1 contains general information (date, job number, client, location, tank number and scope of work). It is important to be as descriptive as possible when completing this section. When listing the scope of work, be sure to give as much detail as possible, especially if multiple tasks will be performed during the work shift.

The remainder of page 1 contains the following sections: Work Preparation, Hazard Awareness, Safety Equipment and Respiratory Protection. Each section contains a checklist of items common to the construction / maintenance / turnaround industry. Page 1 is to be completed for all work performed, whether it is hot Work, Confined Space, or both. Be as thorough as possible when completing these sections. **Note - At least one person with current First Aid & CPR certification must be available at the job site for the duration of each work shift.**

HOT WORK SECTION

Any time work performed by MATHRIX will result in a source of ignition (spark, flame, etc.) this section must be completed. The Hot Work Section is an inspection checklist of items commonly found in the construction / maintenance / turnaround industry. All possible sources of ignition must be considered when completing this section including, but not limited to: welding, grinding, torch-cutting, or electric-powered tools.

HAZARD ASSESSMENT

The Hazard Assessment Section contains a checklist list of common potential hazards that may be encountered when working in industrial plants and facilities. The person completing the Hazard Assessment must sign in space provided.

CONFINED SPACE SECTION

A Confined Space is defined as a space that an employee can enter, has limited access (exit), and is not designed for continuous occupancy. When completing this section you will be asked to classify the type of confined space that is to be entered. Below are descriptions of the classifications of a confined space. Check with the MATHRIX Project Manager or H&SE Department if there is any question regarding proper classification of the confined space.

A Permit Required Confined Space is defined as a Confined Space that contains **any** of the following four hazards: 1) A hazardous atmosphere; 2) Contains a liquid or freely divided solid material that could surround or engulf an entrant in the space; 3) A internal shape that could cause an entrant to be trapped or asphyxiated; such as, inwardly converging walls or a floor that slopes downward and tapers to a smaller cross section; 4) Any other characteristic or condition that is recognized as a serious safety or health hazard.

A Non-Permit Confined Space is a confined space that does not contain any hazard capable of causing death or serious physical harm to an entrant. In addition, a non-permit confined space must have "two potential" to contain a hazardous atmosphere.

When completing the Confined Space Section of this permit, provide the following information: the names of Authorized Entrants and Authorized Attendants; type of communication system to be used in the event of an emergency and the name and number of the rescue service if work will be performed in a permit-required confined space. The Attendant is expected to record the entry and exit of each employee during the work shift on the Matrix Entrant Tracking Log.

JSA SECTION (refer to the back of this page)

A Job Safety Analysis (JSA) is used to "plan" safety into your work scope before work actually begins. The JSA process is intended to involve employees and sub-contractors in the hazard identification process and to ensure that hazards are reviewed with all concerned. The JSA is designed as a simple checklist to assist the supervisor in determining what may or may not be needed to perform the work safely for routine and non-routine activities; new processes; and changes in operators, products or services. Complete the JSA and then review it with all employees on the project, prior to issuing the Work Permit. Complete the JSA Assessment for PPS for jobs with many hazards and/or complex safety issues. In addition, at the top of the JSA, reference the Matrix Work Permit number found at the top of the work permit.

Work Permit Instructions Manual

C. L. Dunlop



Work Permit Instructions Manual:

A Practical Guide to Maintenance Engineering C. L. Dunlop, 2014-05-23 *A Practical Guide to Maintenance Engineering* presents a critical review of the physical make up of the equipment It discusses the equipment register equipment codes instrument function terminology and loop function terminology It also addresses planned preventive and running maintenance as well as the objectives and guidelines of running maintenance Some of the topics covered in the book are the preparations of completed planned maintenance service sheet task sheet service sheet and equipment failure sheet maintenance defect monitoring maintenance stores spare part monitoring statutory inspection monitoring maintenance vibration analysis and maintenance management The preparation of safety relief valve schedule is also discussed An in depth analysis of the work order input output flow diagram is provided The planned and preventive maintenance flow diagram is presented A chapter is devoted to creation of test running and maintenance record The book can provide useful information to iron mechanics engineers students and researchers

Radiological Health Manual for the Experimental Gas-cooled Reactor ,1964 *Industrial Safety and Maintenance Management* M.P. Poonia, S.C. Sharma, In the age of industrialisation having main focus on increased production higher productivity stringent quality minimizing cost etc it has become essential to have more knowledge on industrial safety and various hazards with their remedial measures Maintenance aspects are also gaining importance as they have substantial impact on production productivity workers safety and their health and working environment Neglect of safety in an industry at any stage from concept to design erection commissioning operation and maintenance of plant and machinery may lead to loss of life production and money It is hoped that this book will be very useful for the engineering student and professionals The book covers the AICTE model curriculum and the syllabii of various other Indian university on the subject

MEP Operation & Maintenance Manuals: A Comprehensive Guide Charles Nehme , In the intricate world of modern architecture and construction a building is far more than just steel glass and concrete It is a living breathing entity powered by a complex network of Mechanical Electrical and Plumbing MEP systems that dictate its comfort safety and operational efficiency While significant resources are often dedicated to the design and construction phases of a building s life the long term success sustainability and value of these structures fundamentally hinge on one often underestimated element the comprehensive Operation it is the definitive roadmap to a building s optimal performance a critical tool for ensuring the longevity of its assets and an indispensable guide for maintaining occupant health safety and comfort It bridges the gap between design intent and operational reality empowering facility managers and maintenance teams to unlock the full potential of complex MEP installations This book is born from over thirty years of hands on experience in the global HVAC and MEP consulting field spanning a diverse range of projects from industrial complexes to commercial high rises and intricate residential developments across various international markets It consolidates practical insights industry best practices and a deep understanding of the challenges faced by those tasked with operating and

maintaining modern building systems Our aim is to demystify the process of creating implementing and utilizing effective O M manuals We will explore not only the what but also the why and the how guiding readers through the essential components best practices for data collection and organization and the integration of these manuals into a holistic building management strategy From the fundamental principles of each MEP discipline mechanical electrical and plumbing to the critical aspects of fire protection life safety and the role of advanced building management systems each chapter is designed to provide actionable knowledge Ultimately this guide seeks to elevate the perception and utility of MEP O M manuals from mere documentation to indispensable operational assets By investing in well structured comprehensive and accessible manuals building owners and operators can ensure optimal system performance extend equipment lifespan minimize operational costs enhance safety and contribute significantly to a building s overall sustainability and value for decades to come

Charles Nehme *Engineering Manual for Civil Works ...* United States. Army. Corps of Engineers,1948 **The Guide to Personnel Recordkeeping** ,1994 **Engineering Manual, Civil Works Construction** ,1951 **Engineering Manual, Civil Works Construction** United States Engineers Corps (Army).,1951 **Fire and Life Safety Inspection Manual** Robert J. Solomon,2012 **US&FCS Operations Manual** U.S. and Foreign Commercial Service,1986

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