

Notice of Change to Controlled Documents #255-257 / 15 June 2015

Summary of Changes

Revisions managed by: Shannon Smith

Purpose: [255] 007U- Working at heights – after much deliberation and discussion with 3 party chiefs, designated areas requiring working at heights permits and fall protection identified for each vessel- which do not include crane operation stations, areas with existing guardrails/ safety chains or fixed ladders used to transit between decks. [256] Working at Heights permit- we have always required work vest for over water work, but it was not documented anywhere. [257] Rylan T and Inez removed from all permits

NOC#	Ch., Sec., SOP	Summary	Revision#
255	SOP-GEN-007U	Designated areas that require fall protection added, crane operators do not require fall protection	#11
256	Working at Heights Permit	PPE added- working over water requires work vest,	Jun 2015
257	All Permits	Vessels Rylan T and Inez removed from permits	Jun 2015

Date Completed

Date Completed

5-17-15 SS SMM TOC page updated

NOC pdf posted on CM

5-17-15-SS NOC web page updated

Vessel acks recorded

5-17-15 SS SMM- each section updated

Office controlled SMM updated

NOC sent to fleet

Approvals

Approved for Distribution

Date 6/16/15 Initials PT

Print Name Peter Tatro

Approvals

Approved for Distribution

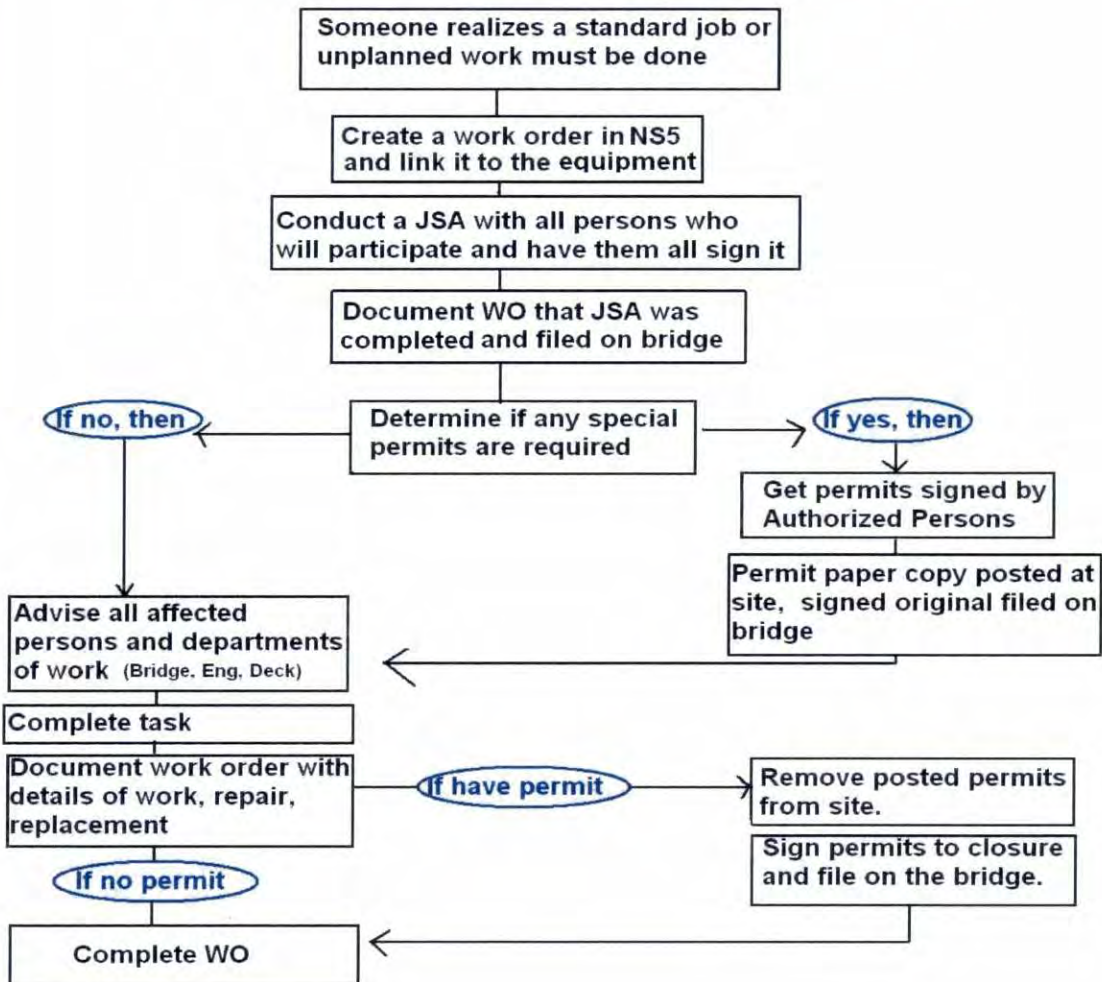
Date 6/16/15 Initials JB

Print Name J. Broob

Directions for Completing a Working at Heights Permit

The TDI-Brooks Permit to Work System is described in detail in SOP-GEN-012B of the Safety Management Manual (SMM).
The procedures for conducting a Working at Heights task are detailed in SOP-GEN-007U.

Procedures for documenting work: planned, unplanned, with or without permit



Working at Heights Permit

(All parts of this permit must be completed. Any other associated documents must be linked to this permit.
Emergencies or unexpected circumstance may suspend or cancel this permit.)

<input type="checkbox"/> R/V Brooks McCall	<input type="checkbox"/> R/V GeoExplorer	<input type="checkbox"/> R/V Gyre	<input type="checkbox"/> R/V Proteus
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Date:	Time Issued:	Valid Until:	NS5 WO #
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Only persons who have completed the Fall Protection computer training course may perform work at heights.

Have all persons doing the work completed the Fall Protection computer training? Yes

Work Description	Name of person doing work:			
	Name of permit issuer:			
	Briefly describe work to be done:			
	Work location on vessel:			
	Affected equipment/ops:			
	Necessary tools:			
	SIMOPS evaluation required: <input type="checkbox"/> Yes <input type="checkbox"/> No			

If yes, review with team leaders of other operations and include risk analysis in the JSA below.

Job Safety Analysis (JSA)	Special Permits	Other Special Permits Required?		All permits may be documented in the same work order.		
		El-Energy Isolation <input type="checkbox"/> Yes <input type="checkbox"/> No	Hot Work <input type="checkbox"/> Yes <input type="checkbox"/> No	Confined Space <input type="checkbox"/> Yes <input type="checkbox"/> No		
		Continued work from a previous permit?		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		Has the JSA been reviewed by all new workers?		<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No		
	PPE	Check and list all the PPE required for this task.				
		<input type="checkbox"/> Steel Toes	<input type="checkbox"/> Work Vest	<input type="checkbox"/> Safety Glasses	<input type="checkbox"/> Hard Hat	<input type="checkbox"/> Gloves
		<input type="checkbox"/> Lanyard	<input type="checkbox"/> Harness	<input type="checkbox"/> Face Shield	<input type="checkbox"/> Work Vest (required for over water work)	
	Risk Assessment	<input type="checkbox"/> Other - List:				
		Directions for Risk Assessment: Break down the task into steps. List the hazards associated with each step, then list the actions you will take to mitigate those hazards.				
		Steps	Potential Hazards		Mitigations	