



EXPLO National Manual for Projects Management

Volume 11, Chapter 2

CRAFT SAFETY POCKET BOOK

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CRAFT SAFETY POCKET BOOK

Confined Space Entry

- Ensure attendant is present at all times during confined space entry.
- Do not allow entry without verifying means of communication is in place with attendant.
- Need to be able to escape.
- Need permit to enter.

STOP



Barricades and Signs

- Dangerous areas marked with red/black danger tape.
- Caution areas marked with yellow/black barrier tape.
- Use hard (rigid) barricades in areas where work will.

Imminently Dangerous Areas
Authorized Personnel Only

DANGER DANGER DANGER

Not Imminently Dangerous Areas
Caution Areas

CAUTION CAUTION

Hot Works and Fire Prevention

- Fire watch in place when completing Hot Works.



**CRAFT
SAFETY
POCKET
BOOK**



EXPRO

هيئة كفاءة الإنفاق والمشروعات الحكومية
Expenditure Efficiency & Projects Authority



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Electricity and LOTO (Lockout/Tag out)

- Always assume equipment is “live”.
- Only qualified electricians can work on electrical equipment.



Personal Protective Equipment



Suspended Personnel Platforms

- Separate lifeline for each individual.
- Must be tied off to a separate anchor point.

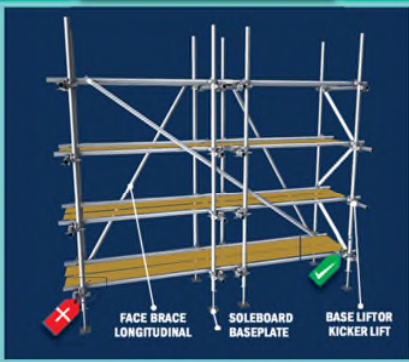




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Scaffolding

- Utilize fall protection gear (harness and lanyards) if instructed.
- Scaffold Inspection Tags:



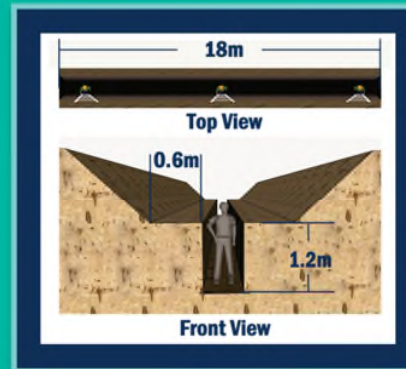
Cranes and Lifting Operations

- Fully barricade the swing radius by red/black danger tape.



Excavation and Trenching

- Do not place materials within 0.6m of the excavation.
- Keep soft barricades at least 1.8m from edge.
- Keep hard (rigid) barricades at least 0.6m from the edge.
- Ensure ladders extend 0.9m from lip of excavation and placed no more than 7.6m from any worker.
- Shore back/bench trenches to a safe angle of repose.



Portable Ladders

- Use non-metallic ladders.
- Maintain three points of contact at all times during use.
- Place the base of the ladder at a distance away from the building at a ratio of 1:4.





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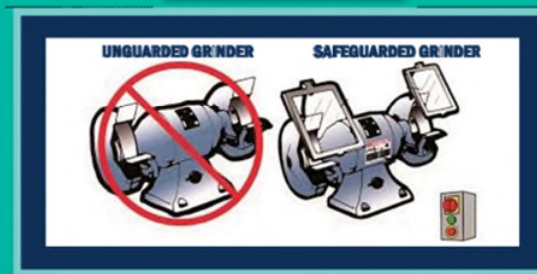
General Safe Practices

- Ensure guards on all tools prior to using.
- Don't stand under lifting loads.
- Use double eye protection during welding and when operating machinery that yields flying chips or debris.
- Always wear seat belts in vehicles or Plant Equipment.
- Do not use mobile devices.



Defeating Safety Devices

- Never change a safety device.
This includes the following:
 - › Removing equipment handles
 - › Removing rotating equipment guards
 - › Failing to inspect tools
 - › Not following JHA, Permits
 - › Fixing triggers in the on position
 - › Hard wiring electrical wires into outlets



Fall Protection

- Cover floor openings with engineered material, and mark "Floor Opening— DO NOT REMOVE".
- Hard Barricades or Structures used.

