



One Team. One Culture.

Administrative Procedure

PRC-PRO-SH-40445

Tags, Signs & Barriers

Revision 0, Change 1

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Program: Occupational Safety and Industrial Hygiene

Topic: Occupational Safety and Industrial Health

Technical Authority: Sellers, Theresa

Functional Manager: Seydel, Scott

Use Type: Administrative



- Solid Waste Operations Complex :
Excluded from USQ
Exclusion Reason:
N/A per PRC-PRO-NS-53097 Table 1
- Canister Storage Building/Interim Storage Area :
Excluded from USQ
Exclusion Reason:
N/A per PRC-PRO-NS-53097 Table 1
- Central Plateau Surveillance and Maintenance :
Excluded from USQ
Exclusion Reason:
N/A per PRC-PRO-NS-53097 Table 1
- Waste Encapsulation Storage Facility :
Excluded from USQ
Exclusion Reason:
N/A per PRC-PRO-NS-53097 Table 1
- 100 K Facility :
Excluded from USQ
Exclusion Reason:
N/A per PRC-PRO-NS-53097 Table 1
- Plutonium Finishing Plant :
Excluded from USQ
Exclusion Reason:
N/A per PRC-PRO-NS-53097 Table 1
- Transportation :
Excluded from USQ
Exclusion Reason:
N/A per PRC-PRO-NS-53097 Table 1
- 324 Facility :
Excluded from USQ
Exclusion Reason:
N/A per PRC-PRO-NS-53097 Table 1

JHA: Administrative

Periodic Review Due Date: 11/12/2021

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Rev. 0, Chg. 1

Change Summary

Description of Change

Update references to reflect updated ANSI/MEMA standards identified during review. Include other Site Wide Standard Signage as being outside of this document (e.g., DOE-0360, DOE-0342, etc.)

Tags, Signs & Barriers**Published Date: 11/12/18****Effective Date: 11/12/18****1.0 INTRODUCTION****1.1 Purpose**

This procedure establishes requirements for the design, application, and use of accident prevention tags, signs, and barriers. It also provides an effective means of communicating information concerning safety hazards to observers so that risk of injuries resulting from these hazards can be avoided.

1.2 Scope

This procedure is applicable to CH2M HILL Plateau Remediation Company (CHPRC) work areas where CHPRC work activities are taking place.

This procedure does not apply to the following as they have regulatory requirements with tag and sign requirements specific to their topic:

- Radiological postings – Refer to CHPRC-00073, *CH2M HILL Plateau Remediation Company Radiological Control Manual*, for occupational radiation protection-related tags, signs, and barriers
- Hanford Site Lockout/Tagout - Refer to DOE-0336, *Hanford Site Lockout/Tagout Procedure*
- Operational configuration and identification of deficient equipment for the Operations organization - Refer to PRC-PRO-OP-23749, *Miscellaneous Facility Tags*
- Exit, Fire Door and Fire Barrier signs - Refer to PRC-STD-FP-40404, *Fire Protection Program*

1.3 Applicability

This procedure is applicable to CH2M HILL Plateau Remediation Company (CHPRC) Team employees and subcontractor personnel involved with the design, application, and use of accident prevention tags, signs, and barriers.

In the event of conflicts between this procedure and a site-wide procedure (e.g., DOE-0342, DOE-0359), the requirements of the site-wide procedure shall apply.

Definitions can be found in Appendix C.

1.4 Implementation

This procedure is effective upon publication.

2.0 RESPONSIBILITIES

All responsibilities associated with this procedure are identified in the process steps.

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3.0 PROCESS

<i>Actionee</i>	<i>Step</i>	<i>Action</i>
All Personnel	1.	Where barricades exist, STOP <u>AND</u> READ the sign, PROCEED past the sign only if in full compliance with the requirements, <u>AND</u> CONTACT the person-in-charge in advance of entry where instructed.
Line Management	2.	USE tags, signs and barriers to warn personnel of potential hazards.
	3.	USE barricades with signs to deter the passage of persons or vehicles in designated areas where hazards exist (i.e., overhead work).
	4.	<u>IF</u> used in conjunction with accident prevention signs, CONFIRM <u>AND</u> PROVIDE barrier tape, rope, or fencing able to withstand the elements (i.e., wind and weather). The tape, rope, or fencing shall be maintained until the hazard no longer exists and the sign is removed.

NOTE *The establishment of specified enter/exit locations should be considered if barricaded area will be routinely accessed.*

5. PLACE accident prevention signs in strategic and prominent locations to alert and inform a viewer in sufficient time so that the viewer can take appropriate evasive action to avoid potential harm from the demarcated hazard.
6. ENSURE accident prevention tags are affixed as close as safely possible to the respective hazard by a positive means, such as nylon tie wrap, wire, or adhesive, that prevents loss or unintentional removal.
7. DO NOT PLACE accident prevention signs on movable objects or adjacent to movable objects (doors, window, etc.) that may obscure the sign. Doors may be posted where necessary providing that the posting is not obstructed when the door is open. Gates may be posted providing the sign is not obstructed when the gate is open.
 - a. IF it is necessary to leave a gate open, THEN INSTALL a chain or barrier with appropriate posting or post a guard at the entrance.
8. ENSURE accident prevention tags are only used to notify employees of an immediate hazard, such as defective tools, equipment, etc. They shall not be used in place of or as a substitute for accident prevention signs.
9. ENSURE accident prevention tags are used only as a temporary means of notifying employees of a hazard.

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<i>Actionee</i>	<i>Step</i>	<i>Action</i>
Line Management	10.	ENSURE accident prevention tags and signs are visible, clean, and, legible at all times when work is being performed, and are removed or covered promptly when the hazard no longer exists.
	11.	To determine the type of accident prevention sign, SEE Appendix A.
	12.	FOLLOW the specifications in Appendix B for accident prevention tags, signs & barriers design and format.

4.0 FORMS

None

5.0 RECORD IDENTIFICATION

None

6.0 SOURCES**6.1 Requirements**

10 CFR 851, *Worker Safety and Health Program*, Section 23 "Safety and Health Standards"
 29 CFR 1910, *Occupational Safety and Health Standards*, Subpart J, "General Environmental Controls"
 29 CFR 1926, *Safety and Health Regulations for Construction*, Subpart G, "Signs, Signals, and Barricades"

6.2 References

CHPRC-00073, *CH2M HILL Plateau Remediation Company Radiological Control Manual*

DOE-0336, *Hanford Site Lockout/Tagout Procedure*

PRC-PRO-OP-23749, *Miscellaneous Facility Tags*

PRC-STD-FP-40404, *Fire Protection Program*

6.3 Bases

ANSI Z535.1-2006, *Safety Colors*

ANSI Z535.2-2007, *Environmental and Facility Safety Signs*

ANSI Z535.3-2007, *Criteria for Safety Symbols*

ANSI Z535.5-2007, *Safety Tags and Barricade Tapes (for Temporary Hazards)*

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Appendix A - Safety Alert Symbol & Signal Words



This is the safety alert symbol. It is used to alert you to potential personal injury hazards. Obey all safety messages that follow this symbol to avoid possible injury or death.

Signal Word Panel



DANGER indicates a hazardous situation which, if not avoided, will result in death or serious injury



WARNING indicates a hazardous situation which, if not avoided, could result in death or serious injury



CAUTION indicates a hazardous situation which, if not avoided, could result in minor or moderate injury



NOTICE is used to address practices not related to personal injury

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Appendix B - Tags, Signs & Barriers Categories, Design and Format

Categories

- DANGER indicates a hazardous situation which, if not avoided, will result in death or serious injury. The signal word is to be limited to the most extreme situations.
- WARNING indicates a hazardous situation which, if not avoided, could result in death or serious injury.
- CAUTION indicates a hazardous situation which, if not avoided, could result in minor or moderate injury. It may also be used without the safety alert symbol as an alternative to "NOTICE."
- NOTICE is the preferred signal word to address practices not related to personal injury. The safety alert symbol shall not be used with this signal word.
- Safety Instruction is used to convey a safety message.

Design and Format

NOTE: *Accident prevention tags, signs, and barriers currently in use will be considered compliant, until new or replacements are needed. New or replacement tags, signs, and barriers shall be designed and formatted according to the specifications given in this procedure.*

- All signs shall be designed with rounded or blunt corners and free from sharp edges, burrs, splinters, or other sharp projections. The ends or heads of bolts or other fastening devices shall be located in such a way that they do not constitute a hazard.
- The signal word shall be readable at a minimum distance of 5 feet or greater as warranted by the hazard.
- The wording of any sign shall be easily interpreted, legible, and concise. The sign should contain sufficient information to be easily understood. The wording should make a positive, rather than negative suggestion and should be accurate in fact.
- Accident prevention tags and signs shall be made of material that will withstand the operational and environment conditions in which it is placed.

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Appendix C - Definitions

<i>Term</i>	<i>Definition</i>
Barricade	An obstruction to deter the passage of persons or vehicles.
Signs	Warnings of hazard, temporarily or permanently affixed or placed, at locations where hazards exist.
Tags	Temporary signs, usually attached to a piece of equipment or part of a structure, to warn of existing or immediate hazards.