

TOOL-BOX TALK



Process Safety Management

The purpose of Process Safety Management is to prevent or minimize consequences of catastrophic releases of toxic, reactive, flammable or explosive chemicals in various industries. L.D. Docsa is required to recognize and participate as a

contract employer at client locations with PSM Programs in place. We, as a contractor have certain obligations to fulfill in order to comply with established PSM programs.

Contract employer responsibilities are as follows:

- Assure that each contract employee is trained in the work practices necessary to safely perform his/her job.
- Assure that each contract employee is instructed in the known potential fire, explosion, or toxic release hazards related to his/her job and the process, and the applicable provisions of the emergency action plan.
- Document that each contract employee has received and understood the training required by this paragraph.
- Prepare a record, which contains the identity of the contract employee, the date of training, and the means used to verify that the employee understood the training.
- Assure that each contract employee follows the safety rules of the facility including the safe work practices required with 1910.119(f)(4).
- Advise the employer of any unique hazards presented by L.D. Docsa's work, or of any hazards found by L.D. Docsa's work.
- Assure that trade secret information will be kept in confidence as process safety information is released to them.

Duties

As a contract employer, L.D. Docsa shall ensure its employees abide by employers safe work practices during operations such as lockout/tagout; confined space entry; opening process equipment or piping; hot work; and control over entrance into a facility. These safe work practices shall apply to client employees and contractor employees. To comply with 1910.119(f)(4)

Employees are required to complete all required documentation for any permit-required activities. L.D. Docsa shall not perform hot work until a hot work permit is obtained from the client. The permit shall document that the fire prevention and protection requirements (CFR 1910.252(a)) have been implemented prior to beginning the hot work operations.

Employees must immediately report all accidents, injuries and near misses. An incident investigation shall be initiated within 48 hours. Resolutions and corrective actions must be documented and maintained 5 years.

In the event L.D. Docsa becomes the sole operator of a facility, the existing PSM Program for that facility may be amended and adopted or, in the absence of a PSM Program, an assessment will be required prior to assuming operating responsibilities.

Attendance Signatures

<i>(Sign)</i>	<i>(Date)</i>	<i>(Sign)</i>	<i>(Date)</i>

For additional safety information refer to LD Docsa Environmental Health and Safety manual.