



## Task Planning

# Pre-Planning Checklist

**TAS8084715**

## Main

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**Select the form to be completed:**

Pre-Planning Checklist

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### Project

408831: Clearwater WRF Master Plan - R

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### Master JHA No.

N/A

### BV Task Participants:

Elias Pourladian, Michael Nellis, David Martins

### Organization

05725 - BVCOR GOVT & WATER UTIL-FLORIDA & CARIBBEAN

### Date

01/06/2023

### Time

01/06/2023 10:33 AM (GMT -6:00)

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## PRE-PLANNING CHECKLIST

### PPC - General Information

Laura M. Moreno: PPC - General Information

### General Information

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#### Who is completing this PPC?

Laura M. Moreno

#### Project Manager

Rebecca Oliva

#### ESH&S Manager

Elizabeth A. Rodgers

#### Client or Contractor

Clearwater Public Utilities

#### Task Date

01/11/2023

#### Task Duration

2

**Duration Unit**

Day(s)

**Detailed Task Description**

BV will be performing visual condition assessments at the Northeast Water Reclamation Facility (NEWRF). Mechanical, Civil/Structural, Electrical, and Instrumentation assets are included in the scope of the inspections.

**Task Documents**

**Tools and Equipment**

N/A

**High hazard activities:**

**Will you be entering any Confined Space(s)?**

No

**Will you be exposed to a fall hazard of more than 4 feet (6 feet for construction tasks)?**

No

**Will you be exposed to potentially harmful sources of energy or potential energy?**

No

**Will you need to enter a trench or excavation?**

No

**Will you be working over, in or adjacent to water where a potential for drowning exists?**

No

**Will you be exposed to a potentially hazardous atmosphere, chemical, or dust/mist/fume/vapor that may require the use of a respirator?**

No

**Will you be potentially exposed to silica or products containing silica?**

No

**Will you be entering a tunnel or other underground construction?**

No

**Will you access any type of scaffold?**

No

## PPC - Hazard Analysis

Laura M. Moreno: PPC - Hazard Analysis

### Hazard Analysis

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The Job Hazard Analysis (JHA) is an important planning tool that works by finding hazards and eliminating or minimizing them before they have a chance to become an incident. Use of the JHA to pre-plan your work is mandatory. Use the JHA to train others regarding the hazards associated with their job task.

Please select the activity, location and location status that best describes the task(s) to be performed onsite and then select the potential hazards, mitigations, PPE and training required to safely conduct this task. Additional tasks may be added below if more than one task is being conducted.

**Select the activity that will be taking place:**

Condition Assessment

**Solution Type**

Water/Wastewater

**Select the location type**

WWTP

**Location status**

Existing facility

**Are tools or equipment needed?**

No

**Minimum Training Requirements:**

- 10-Hour/OUS 8-Hour
- Safety Annual Refresher (Current)
- WHMIS (Canada)
- 1-day IOSH-CITB or equivalent (EMEA)

**Task Based Training:**

N/A

**Minimum PPE Requirements:**

- Hard Hat or Helmet (Class E)
- Safety Glasses
- Steel or safety toed boots
- Shirt (covering torso/shoulder)
- Full-length pants
- High visibility clothing
- Gloves, minimum ANSI cut level 2 or EN 388 level B

**Task based PPE needed:**

N/A

**Potential Hazard(s):**

**Travel Hazards**

Yes

**Mitigation Controls - Travel**

Use defensive driving techniques , Avoid distractions, Know/familiar with route, Allow for proper travel time, Inspect vehicle before trip

**Urban Area**

No

**Remote Area**

No

**Plants/Animals/Insects**

No

#### Weather conditions

Yes

#### Mitigation Controls - Weather conditions

Check forecast/Mobile access to weather site

#### Heat Stress

No

#### Cold Stress

No

#### Slips/Trips - Walking Working Surfaces

Yes

#### Mitigation Controls - Slips/Trips - Walking Working Surfaces

Proper footwear and tread for conditions, Focus on ground/floor conditions

#### Fall/Work at Height

No

#### Stairs/Ladders

Yes

#### Mitigation control - Stairs/Ladders

Three points of contact

#### Scaffolding

No

#### Aerial Lift

No

#### Trenching/Excavation

No

#### Falling/Dropped Objects

No

#### Moving/Rotating Parts or Equipment

No

#### Mobile/Heavy Equipment

Yes

#### Mitigation Controls - Mobile/Heavy Equipment

Proximity to moving equipment (stay away), Stay on path/in pedestrian area

#### Electrical

Yes

#### Select the potential voltage hazard

480v

#### Mitigation Controls - Electrical

Proximity to electrical hazard maintained, Guarding in place/Not opening panels, Other

**Include other steps that will be used to mitigate/control hazards associated with Electrical.**

Maintain safe distance from electrical hazards.

## Chemical

Yes

### What are the chemical(s) are potentially in the area?

Chemicals at the site are those associated with wastewater treatment.

### Mitigation Controls - Chemical

Other

### Include other steps that will be used to mitigate/control hazards associated with chemical(s).

Chemical holding tanks will be assessed externally and visually only. BV staff will not be handling chemicals or manipulating tanks.

## Noise

No

## Work Over/In/Near Water

No

## Traffic

No

## Fire/Explosion

No

## Pathogens

Yes

### Mitigation Controls - Pathogens

Avoid touching surfaces which may be contaminated

### Other Hazards

Yes

### List additional hazards that may be present

Plant headworks is under construction.

### Include other steps that will be used to mitigate/control hazards.

BV staff will be accompanied by facility staff, will have visibility vests, and will keep proper clearance being aware of heavy equipment and vehicles used for construction.

## PPC - Facility/Site Emergency Action Plan

Laura M. Moreno: PPC - Facility/Site Emergency Action Plan

## Emergency Action Plan

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### Emergency Action Plan details:

#### Life threatening emergency: Call 911 or

Contact local fire department

#### Enter address or coordinates to provide to Emergency Services

Site address

#### Site address/Location to provide emergency responders

3290 SR 580

#### City

Safety Harbor

#### State

Florida

Are there Black & Veatch First-Aid/CPR trained responder(s) available or onsite?

No

**Who are the onsite or available First-Aid/CPR trained responder(s)?**

Unknown

**List additional access steps for the site (if any):**

N/A

**For non-life-threatening injury/illness:**

**Site specific hazards and/or warning systems**

Plant headworks is an active construction site.

**Shelter in place location**

NA

**Primary evacuation point location**

NA

**Secondary evacuation point location**

NA

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## INDICATORS

ACKNOWLEDGED

 Acknowledged

*All task participants have reviewed and acknowledged the PPC*

PPC - PM APPROVAL

 PPC - PM Approved

PPC - ESHS APPROVAL

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## USER INVOLVEMENTS

PROJECT MANAGER

Rebecca Oliva

SAFETY MANAGER

Elizabeth A. Rodgers

TASK PARTICIPANT

Elias Pournadian

Michael Nellis

David Martins

Zachary Steven Smierciak

Nicholas Anthony Alexandrou

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## ACTIONS

**Review Submitted Pre-Planning Checklist - Rebecca Oliva**

CLOSED (Due: 2023-01-08)

A Pre-Planning Checklist has been created for project 408831: Clearwater WRF Master Plan - R. Your approval is needed before the activity described can be completed. Please go into the record and complete the Project Manager Approval subform to approve or reject.

**Revise and Resubmit PPC - Laura M. Moreno**

CLOSED (Due: 2023-01-08)

The Pre-Planning Checklist for project 408831: Clearwater WRF Master Plan - R has been rejected by the Project Manager, Rebecca Oliva . The PM provided the following comments: Under the Electrical Hazards section please add "Maintain safe distance from electrical hazards." in the free space then re-route to me for approval. Please revise and resubmit the PPC.

**Review and Acknowledge Pre-Planning Checklist - David Martins**

CLOSED (Due: 2023-01-08)

You have been added as a Task Assignee on an approved Pre-Planning Checklist for project 408831: Clearwater WRF Master Plan - R. Please go review the completed checklist and acknowledge you understand all hazards and controls before beginning the work activity.

**Review Submitted Pre-Planning Checklist - Rebecca Oliva**

CLOSED (Due: 2023-01-08)

A Pre-Planning Checklist has been created for project 408831: Clearwater WRF Master Plan - R. Your approval is needed before the activity described can be completed. Please go into the record and complete the Project Manager Approval subform to approve or reject.

**Review and Acknowledge Pre-Planning Checklist - Nicholas Anthony Alexandrou**

CLOSED (Due: 2023-01-08)

You have been added as a Task Assignee on an approved Pre-Planning Checklist for project 408831: Clearwater WRF Master Plan - R. Please go review the completed checklist and acknowledge you understand all hazards and controls before beginning the work activity.

**Review and Acknowledge Pre-Planning Checklist - Elias Pournadian**

CLOSED (Due: 2023-01-08)

You have been added as a Task Assignee on an approved Pre-Planning Checklist for project 408831: Clearwater WRF Master Plan - R. Please go review the completed checklist and acknowledge you understand all hazards and controls before beginning the work activity.

**Review and Acknowledge Pre-Planning Checklist - Zachary Steven Smierciak**

CLOSED (Due: 2023-01-08)

You have been added as a Task Assignee on an approved Pre-Planning Checklist for project 408831: Clearwater WRF Master Plan - R. Please go review the completed checklist and acknowledge you understand all hazards and controls before beginning the work activity.

**Review and Acknowledge Pre-Planning Checklist - Michael Nellis**

CLOSED (Due: 2023-01-08)

You have been added as a Task Assignee on an approved Pre-Planning Checklist for project 408831: Clearwater WRF Master Plan - R. Please go review the completed checklist and acknowledge you understand all hazards and controls before beginning the work activity.

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## RELATED RECORDS

## ATTACHMENTS

No Attachments

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## COMMENTS

No Comments