

Safety Task Assignment

SOCCO's Safety Task Assignment (STA) process significantly impacts the success of our safety culture and the reduction of incidents. The interactive process requires that management/supervisors and employees shall:

- Define the general task for each activity.
- Identify known and potential safety hazards associated with the task.
- Determine work practices to complete the task safely.
- Address requirements for all personal protective equipment.
- Establish that all crew/department employees understand the above information.
- Each crewmember is empowered to continuously participate in this process in an effort to promote our ZERO Incidents culture.
- Safely execute the task as described—if conditions change, revise accordingly.
- Ensure prompt reporting of any injury, no matter how minor, to the project Supervisor.

STAs will be completed daily prior to work start & when tasks/conditions change. Post this STA in an obvious place throughout the duration of the task. Each crewmember involved with the task will sign this STA.

Know the emergency procedure for your work area!

Step 1

General Task Assignment

Personal Protective Equipment

Clothing

- ☐ Chemical Resistant ☐ Fire Retardant
☐ High-Visibility Outer Garment (ANSI Class 2 or greater)

Ear Protection

- ☐ Ear Plugs ☐ Ear Muffs

Eye/Face Protection

- ☐ Safety Glasses with Side-shields ☐ Monogoggles
☐ Goggles ☐ Face Shield
☐ Welding Hood

Fall Protection

- ☐ Full-Body Harness

Foot Protection

- ☐ Safety Toed Boots ☐ Metatarsal
☐ Rubber Boots ☐ Electrical Rated Boots

Hand Protection

- ☐ Leather ☐ Rubber
☐ Cut Resistance ☐ Forearm Cuffs
☐ Puncture Resistance ☐ Chemical Resistant
☐ Welding Gloves

Head Protection

- ☐ Hard Hat

Respiratory Protection

- ☐ Qualified to wear?
☐ Type: _____

Other

Step 2

Potential Hazards

Permits/Tags/Signs/Documents Required

- ☐ Hot Work ☐ Critical Lift
☐ Trenching & Excavation ☐ Scaffolds
☐ Confined Space ☐ SDS
☐ Line Break/Hot Tapping ☐ Work near OH Lines
☐ Lockout/Tagout ☐ Roof Work
☐ Signs/Barricades
☐ Hazardous Material
☐ Emissions Notifications (NOC)
☐ Radiological Work (RWP)

Other

Employee Certifications Required

- ☐ Crane Operator ☐ Forklift Operator
☐ Mobile Equipment Operator ☐ Vehicle Operator
☐ Powder-Actuated Tool User ☐ Hazardous Waste
☐ Heavy Equipment Signalman
☐ Competent Person (excavations, confined space, scaffolds, hazardous material, heavy equipment)

Other

Vendor/Delivery Personnel

- ☐ Contractors Approved JHA# _____
 Relevant Tasks of JHA# _____

Step 3

Safe Work Practices Pertinent to Hazards
