### Identify Unmitigated Hazards
- Perform a preliminary Task Hazard Analysis (THA)
- List all hazards associated within the job or task
- Determine the unmitigated risk code.

### Analyze Hazards and Determine if Standard Protective Measures are Available
- Determine Standard Protective Measures (i.e.: Engineered Safeguards, Personal Protective Equipment, others as stated within the ES&H Manual)
- Determine the status of the workplace systems (power, water, interlocks, etc.)
- Will Task interrupt services? If so involve affected personnel.
- Involve appropriate SME, and ESH&Q professionals.

### What is the Unmitigated Risk Code?
- Risk Code = 2
  - Discuss associated hazards with supervisor before assigning work
- Risk Code < 2
  - Assign work

### Identify the Task

### Identify the Scope of Work

### Utilize Area Specific Task List
- Follow as directed by affected work group(s).

### Determine if a Work Control Document is needed

### Is there an approved Work Control Document (WCD)?
- NO
  - Risk Code > 2
    - Determine if a Work Control Document is needed
  - YES
    - YES
      - Develop appropriate WCD as per ES&H Manual
    - NO
      - Assign Work
        - If Mitigated RC ≥ 3
          - Approval from Director level needed
          - After Action Review required
        - YES
          - Read and Agree to Comply
            - with appropriate mitigation and sign Work Control Documents
            - Perform a Pre-Job Briefing
            - Work Safely using Mitigation Controls
            - Provide Feedback
              - Review results and write Lessons Learned that would be applicable for similar jobs in the future
              - After Action Review required for Risk Code 3 and above.

### Standard Protecting Measures
- Basic PPE
  - Hard Hat
  - Safety Glasses w/side shields (as needed)
  - Safety Shoes
  - Ear protection
  - Gloves
  - Knee Pads
  - Proper Work Clothes
- Engineered Safeguards already in place and reviewed

### Rev. 1 09/05/14
Read and Agree to Comply with appropriate mitigation and sign Work Control Documents

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