

# SUBJECT AREA CONTENT

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<b>Management System: <a href="#">Work Planning and Control</a></b>			
<b>Subject Area: Stop Work</b>			
<input type="checkbox"/> <b>VIEW/PRINT ALL (No Exhibits and Forms)</b>			
Effective Date: <b>Apr 3, 2015</b> <a href="#">(Rev 1.2)</a> Periodic Review Due: <b>Apr 3, 2020</b>	Subject Matter Expert: <a href="#">Raymond Costa</a>	Management System Executive: <a href="#">Raymond Costa</a>	Management System Steward: <a href="#">Amy Nunziata</a>

## Introduction

This subject area describes the procedures for issuing a stop-work order to mitigate imminent danger to staff, the environment, or equipment. Imminent danger exists when there is a hazard that could result in death, serious injury, or significant environmental or equipment damage, and when immediate action is required.

Only BNL staff and non-BNL staff trained in this procedure can issue a stop-work order. Staff do not have to be expert in the area of concern and do not have to be involved in the work in question. It is the staff's responsibility to issue a stop-work order when imminent danger exists.

This subject area also describes the procedures for restarting work after a stop-work order is resolved.

## Contents

### Section

### Overview of Content (see section for full process)

#### [1. Stopping Work](#)

- Obtain training.
- Issue stop-work order.
- Stop work.
- Notify supervisor and ES&H Coordinator of stoppage.

#### [2. Restarting Work](#)

- Review workplace activities and conditions.
- Determine conditions to meet before work may resume.
- Authorize restart.

## [Definitions](#)

**Exhibits**[Generic Examples of Imminent Danger](#)**Forms**

None

**Training Requirements and Reporting Obligations**

This subject area contains the following training requirements (see the [BNL Training and Qualifications](#) website):

- Stop Work Procedure (GE-STOPWORK).

This subject area does not contain reporting obligations.

**External/Internal Requirements**

Requirement Number	Requirement Title
<a href="#">BSA Contract No. DE-SC0012704 - Clause F.4</a>	Stop Work And Shutdown Authority
<a href="#">BSA Contract No. DE-SC0012704 - Clause I.131 (DEAR 970.5223-1)</a>	INTEGRATION OF ENVIRONMENT, SAFETY, AND HEALTH INTO WORK PLANNING AND EXECUTION (DEC 2000)

**References**

[Training and Qualifications](#) Web Site

**Standards of Performance**

All staff shall carry out appropriate emergency responses and off-normal event follow-up activities.

All staff and users shall identify, evaluate, and control hazards in order to ensure that work is conducted safely and in a manner that protects the environment and the public.

All staff and guests shall promptly report accidents, injuries, ES&H deficiencies, emergencies, and off-normal events in accordance with procedures.

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# PROCEDURE: STOPPING WORK

<b>Management System:</b> <a href="#">Work Planning and Control</a>		
<b>Subject Area:</b> <a href="#">Stop Work</a>		
<b>1. Stopping Work</b>		
Effective Date: <b>Apr 5, 2010</b>	Subject Matter Expert: <a href="#">Peter Eterno Jr</a>	Management System Executive: <a href="#">Raymond Costa</a>

## Applicability

This information applies to BNL staff and non-BNL staff who observe imminent danger while working, or who believe the work of others is unsafe. It applies only to staff who are trained to follow this procedure.

## Required Procedure

Only persons trained in this procedure have stop-work authority. For example, casual visitors to BNL and other untrained individuals do not have stop-work authority. Any trained person who reasonably concludes that an imminent danger exists and that immediate action is required to mitigate the danger is obliged to take action to stop work.

There will be **no reprisals** by anyone for issuance of a stop-work order.

<b>Step 1</b>	<p>Each Department/Division trains its staff to follow this procedure. Managers and supervisors must not allow hazardous work to start unless the involved workers are trained in this stop-work procedure. See the <a href="#">Training and Qualifications</a> Web Site.</p> <p>The training must include discussion of applicable Department-specific stop-work examples of imminent danger. See the <a href="#">Generic Examples of Imminent Danger</a> exhibit for examples.</p> <p><b>Note:</b> If an employee is reassigned to work for another supervisor for a time, the new supervisor must ensure facility-specific stop-work training is conducted before allowing work to begin.</p>
<b>Step 2</b>	<p>Issue a stop-work order if you observe imminent danger. State the following:</p> <p><b>"Stop work! You are in imminent danger because..."</b></p>
<b>Step 3</b>	<p>Any person receiving a stop-work order stops work immediately, if that can be done safely, or at the first opportunity to stop safely.</p> <p>The person issuing a stop-work order <b>must not</b> verbally or physically interfere, whether or not</p>

	the recipients of the stop-work order continue to work. If someone refuses to stop work, immediately contact your supervisor or <a href="#">Environmental Safety and Health Coordinator</a> .
<b>Step 4</b>	The person initiating a stop-work order <ul style="list-style-type: none"> <li>• Identifies him/herself to the stopped workers as soon as it is safe to do so;</li> <li>• Contacts his/her own supervisor.</li> </ul>
<b>Step 5</b>	After the work is stopped, the recipient of the stop-work order notifies his/her supervisor and his/her Environmental Safety and Health Coordinator that he/she has been ordered to stop work and to describe the reason why the work was stopped.

## References

[Training and Qualifications](#) Web Site

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## PROCEDURE: RESTARTING WORK

<b>Management System: <a href="#">Work Planning and Control</a></b>		
<b>Subject Area: <a href="#">Stop Work</a></b>		
<b>2. Restarting Work</b>		
Effective Date: <b>Apr 5, 2010</b>	Subject Matter Expert: <a href="#">Peter Eterno Jr</a>	Management System Executive: <a href="#">Raymond Costa</a>

### Applicability

This information applies to BNL staff who review the conditions for stopping work and authorize the restart of work.

### Required Procedure

<b>Step 1</b>	The Department Chair/Division Manager (or equivalent line manager) of the person who was stopped, with support from ES&H staff, reviews the workplace activities and conditions. Determine the conditions that must be met before work may resume. Seek input from the person who initiated the stop-work into conditions for restart.
<b>Step 2</b>	The responsible manager authorizes restart after corrective actions and safety reviews are completed.

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## DEFINITIONS

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### Definition: Stop Work

Term	Definition
imminent danger	Exists when there is a hazard that could result in death, serious injury, or significant environmental or equipment damage.

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Subject Area: [Stop Work](#)

## Generic Examples of Imminent Danger

Effective Date: Apr 05, 2010

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- Work in confined space without following confined space entry requirements.
  - Work on elevated areas without fall protection or fall prevention devices.
  - Work in an excavation deeper than 5 feet without shoring.
  - Working on or near energized electrical systems without proper controls.
  - Using a heat source near combustible materials.
  - Work that may result in uncontrolled release of toxic, radioactive, flammable, or reactive materials.
  - Lockout/Tagout violations.
  - Unsecured compressed gas cylinders, dewars, or heavy equipment on a moving vehicle.
  - Unprotected work around Class III and Class IV Lasers.
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