



Erection, Identification, and Removal of Flagging

Document Number: LMS0019A	Standard – Administrative	Facility: Oil Sands
Revision Date: 2015/07/29 Revision: 3		

Purpose To establish expectations for the use of flagging within the Suncor, Oil Sands Base Plant to limit or restrict access through an area where a hazard exists or may exist.

Responsibilities The following individuals and groups have the defined responsibilities:

- Document Owner**
 - Ensures this document is reviewed according to the required revision cycle.
 - Ensures the document is updated to accommodate changes to Suncor, provincial, and federal regulation.
 - Ensures the document is updated to mitigate risks found as the result of an incident.
 - Document Approver**
 - Ensures this standard is necessary and that it aligns with management and company direction.
 - Area Cross Functional Management Team**
 - Implementation of this standard.
-

- References**
- [LMP0061A Removal of Ice Formations](#)
 - [LMP0001A Asbestos Handling Procedures](#)
 - [LMS0064A Industrial Radiography](#)
 - [EXP0047A Administration of Industrial Radiography in Operating and Shop Areas](#)
 - [LMS0061A Lead Exposure Control Standard](#)
 - [LMS0079A Naturally Occurring radioactive Material](#)
- Lessons Learned
- Ice Knocked Down and Struck an Occupied Trailer

Warning – Uncontrolled when printed unless used for signoff! The current version of this document is kept in LiveLink.

Approved By: Graham Ure, Director H&S Oil Sands

Standard**1. Types of Flagging**

Item	Description
1.1	<p>There are seven types of flagging used in Oil Sands Base Plant:</p> <ul style="list-style-type: none"> • Yellow flagging with the word “CAUTION” printed on it, • Yellow flagging with the words “CAUTION NORM HAZARD” • Red flagging with the words “DANGER DO NOT ENTER” printed on it • Green flagging with the words “SUNCOR OPERATIONS – ACCESS BY PERMIT ONLY” printed on it. • Green flagging identifying Commissioning and Start-up with the word “CSU” printed on it. • White flagging with the word “ASBESTOS” printed on it. • Yellow and Purple triangular flagging with the words “DANGER RADIATION” printed on it.

2. Use of Yellow Flagging

Item	Description
2.1	<p>Yellow flagging is used to identify an area where a hazard exists that may cause injury or harm but does not place the person in imminent danger that is not associated with that area under normal circumstances. Individuals may enter yellow flagged areas if they first read the associated tag and are aware of the hazards present and take appropriate control measures.</p> <p>This includes activities such as: overhead activities, welding, grinding, hydro-test, open excavations, cleaning/washing activities, etc.</p>
2.2	<p>For entry into NORM (Naturally Occurring Radioactive Material) contaminated areas additional PPE is required as per LMS0079A</p>

3. Use of Red Flagging

Item	Description
3.1	<p>Red flagging is used to identify an area where a high potential hazard exists that could place a person in imminent danger.. Individuals are NOT allowed to proceed through red flagging without first receiving the permission of the individual who has erected the flagging.</p> <p>In process areas, if the individual who erected the flagging cannot be found and the area must be entered, the operations unit leader of the area may grant authorization.</p>

Continued on next page

Continued

Item	Description
3.2	<p>The following hazards are identified as requiring the use of red flagging:</p> <ul style="list-style-type: none"> • Hoisting activities, crane lifts, activities involving man baskets and aerial work platforms as identified by procedures/FLRA • Where permanent guards or barriers have been temporarily removed • Potential exposure to H₂S or other toxic gases • Potential exposure to Lead or Lead Compounds • Potential exposure to Crystalline Silica (excluding tailings areas where other access controls are in place). • Exposure to high voltage • Open trenches (or excavations that present a fall hazard)

4. Use of Green Flagging

Item	Description
4.1	Green flagging is used by operations to limit access to areas that are sensitive for a variety of reasons (often because they are still “live”) and disturbance of the area could cause an upset to the operation.
4.2	Green flagging with CS&U printed on it is used for restricting access during commissioning and startup activities.
4.3	For access to green flagged areas, Operations must be consulted and access is typically by permit only.

5. Use of White Asbestos Flagging

Item	Description
5.1	White asbestos flagging means that work is being conducted involving the abatement, encapsulation, guarding or handling of asbestos-containing material. All workers behind this flagging must follow Suncor asbestos handling procedures. If you are not part of the asbestos work, don't enter the flagged off area.

6. Use of Yellow and Purple Flagging

Item	Description
6.1	<p>This flagging identifies areas that have been cordoned off during radiography activities. The area is flagged off as per LMS0064A Industrial Radiography. Unless you are part of the radiography team, don't enter the flagged off area.</p> <p>Crossing of radiography flagging without permission of the individual that installed the flagging constitutes an infraction of Canadian Nuclear Safety Commission Regulations.</p>

7. Flagging Installation

Item	Description
7.1	<p>All flagging is to be installed such that it provides an adequate level of protection for personnel who are working in or traversing an area next to the hazard. The area where the flagging will be installed must be adequately checked for people and equipment prior to and immediately after the installation of the flagging to prevent injury or damage. This includes ensuring things like:</p> <ul style="list-style-type: none">• All equipment is removed or protected from damage during the planned activity• All areas that may be occupied, including trailers, are vacant (for red flagged areas)• All access points (including fixed ladders or temporary access points) are flagged and tagged
7.2	<p>A systematic sweep of the area must be conducted prior to flagging. If large areas are required to be flagged off, a systematic “grid” breakdown of the area should be utilized to ensure a thorough inspection. To ensure a worker has not inadvertently entered an area, while it is being flagged, it is very important that the area is also swept after the flagging has been installed.</p>
7.3	<p>Flagging of an area where an inherent danger may exist or in situations where very large area restrictions apply, flag barriers may require to be supported by:</p> <ul style="list-style-type: none">• A review of outstanding work permits in the immediate area• An announcement over all applicable radio bands• Requesting assistance from Operations to ensure the restricted area is clear• Use of additional perimeter signs, barricades and/or warning lights• Use of additional personnel to assist to secure the restricted area perimeter• Scheduling the task to be done when there are fewer personnel in the area (i.e. lunch or coffee breaks).
7.4	<p>The area flagged should be restricted to the immediate area around the hazard to allow access to other areas of the operation. For example, if cutting or welding is taking place, only the area under which the work is taking place should be flagged off. Access or emergency egress cannot be impaired by the excessive use of flagging.</p>

8. Placing Tags on Flagging

Item	Description
8.1	<p>All flagging erected must have a Hazard identification tag(s) affixed. Tags are available at permit centers. The number of tags required is based on the number of access points. The identification tags will contain the following information:</p> <ul style="list-style-type: none">• Permit number• Company Name• Name/craft of the Permit requester/ Receiver• Supervisor's name and Suncor contact• Radio band or call number/telephone number• Reason for the flagging• Installation date of flagging• Short identification of the hazard, e.g., Overhead Work, Hazardous Atmosphere, Burning, Welding, Grinding, Pressure Testing)
8.2	<p>For asbestos, silica and lead only, in accordance to OH&S Code, Part 4 section 29, the flagged or restricted areas must also have a sign posted clearly indicating:</p> <ul style="list-style-type: none">• The reason for restriction into the area• Only authorized persons may enter the area.
8.3	<p>The signs must be posted in a conspicuous location at the entrance to and on the periphery of the area and must remain posted until the area is no longer restricted.</p>

9. Maintaining a Flagged Area

Item	Description
9.1	<p>Flagging will remain in place as long as a hazard exists. The flagging should be monitored during each shift to ensure it is in good condition. Should a maintenance or construction activity cease for an extended period of time but a hazard requiring flagging remain, the initial owner of the tag will transfer ownership of the tag to the operations unit leader of the area.</p>

10. Maintaining a Flagged Area

Item	Description
10.1	Once a final inspection of the area has confirmed the completion of the work or as soon as the hazard no longer exists, the flagging must be removed. It is the responsibility of the individual who erected the flagging to ensure it is removed. Failure to appropriately remove flagging only serves to promote future disregard of hazard warnings. Note: It is an infraction of Occupational Health & Safety standards and Suncor's Safety Policy to place anyone at risk by tampering with, modifying or damaging flagging used to safe an area around a hazard.

End of Standard

Summary of Changes

Location Changes

Revision Record

Rev	Date (yyyy/mm/dd)	Revision Notes	Approver
3	2015/07/29		Graham Ure, Director, H&S Oil Sands

<p>Feedback:</p> <p>Please submit your feedback for this standard to your Supervisor.</p> <p>Supervisor: Submit an MOC for this change and attach a marked up copy of this standard to the MOC.</p>	<p>Comments on this standard (Is this standard up to date?):</p>
<p>Is an MOC Required? <input type="checkbox"/> Yes <input type="checkbox"/> No Sign: _____ Date: _____</p> <p>Print: _____</p>	<p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>



The following individuals have approved and signed this document.

UserName: Graham Ure (gure)

Title: Dir H&S Oil Sands

Date: Wednesday, 29 July 2015, 05:13 PM Mountain Time

Meaning: Approver 1 Signed

=====