

During a pre-start meeting discuss any safe work procedures, permits, JSAs or hazards that impact the job.

PRE-START MEETINGS

Each pre-start meeting should start with a safety share.



Don't be embarrassed or scared to speak up!

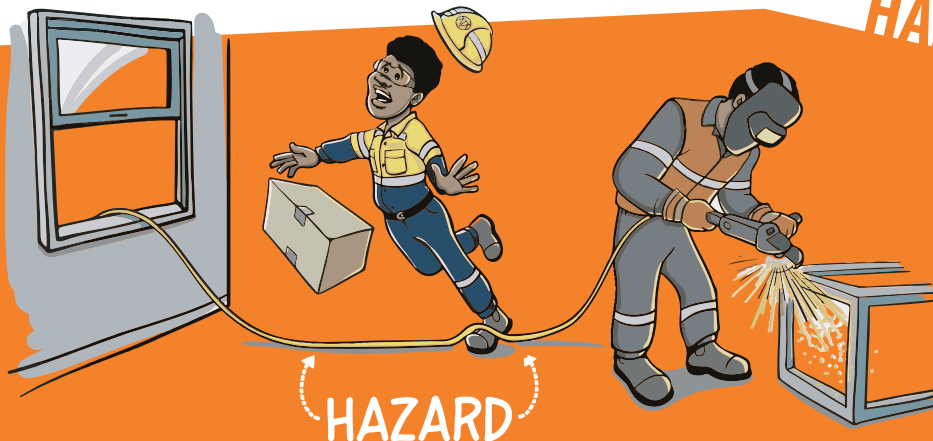
HOW TO DO A QUALITY O&I



NEVER MENTION WORKERS BY NAME



1. Plan the O&I.
2. Talk to the workers.
3. Commend positive behaviours.
4. Take any immediate corrective actions.
5. Document the behaviours.
6. Discuss follow up actions.
7. Enter the O&I into INX InControl.
6. Share lessons learnt at the next pre-start meeting.



HAZARD IDENTIFICATION

Identify if any task, situation, item or person has the potential to cause harm using the hazard ID process. Report hazards immediately to your supervisor.

Hazards can be visible (e.g. faulty equipment), hidden (e.g. unfit worker) or developing (e.g. a leak).