

Job Planning Package Click the ? for online help

Service Request # S434954	Facility: EMSL	Location: 3442	Funding WP: F10661
Request Subject:	AHU-4 dust stop change		
Description:	Need to change out the 2 inch pleated dust stops due to loading.		
Justification:			
Systems Affected:	Hvac-Heating And Ventilation-Supply Air		

JPP Type, Hold Points and Comments

UseCategory	Information
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Basis for Planning

Special Instructions:	This form is used to identify hazards, associated mitigation actions (in addition to those contained in the EMSL Lab Handbook for this space) and provide additional information and/or sequential work steps necessary to complete this task. All staff involved in this task are to completely review this checklist prior to performing any work. If there are any questions immediately contact your Supervisor or the Building Manager. If an activity cannot be performed as required by this checklist, secure the activity and report to your supervisor.
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Work

Work to be Performed By:	Maintenance Services		
Authorization for Shop/Field Work:	Field Work	Authorized By:	User Facilities Core Team
Work Description	Other	Routine Prefilter Change on AHU-004	

Lock and Tag Requirements

Personal, Written Instructions	Instructions: See Below
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Permits and Plans

Outage Permit

Job Site Prep

Documented Pre-job Meeting	Yes	
Postings	Yes	Standard postings of laboratories during supply system outage.

Personnel Requirements

Special Training Requirements	Yes	EMSL Orientation, Hanford Lock & Tag-Authorized Staff
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Job Hazards and Control Methods

Hazards: Mechanical Microwave lasers RF energy

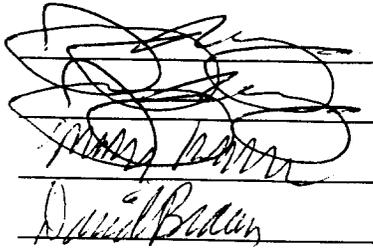
Control Methods: Lock and tag

Work Activity

Step Number	Define Work Activity
1	Walk-Down Laboratory 4 area and close fume hoods. Post doors with standard posting for air flow disruptions. Remove postings when work is complete and all systems have been verified returned to normal operating modes. Approved outage permit is required for this work.
2	Power operator shall shut off supply fans and apply controlling organization lock and tag and tree at the two local disconnects (VFD-007, fed from panel MCCD1-2 and VFD-008, fed from panel MCCD1-1) for supply fan electrical feeds. Each entrant must apply personal protection lock and tag over controlling organization lock and tag.
3	Replace prefilters and assess loading of HEPA filters. If HEPA filters need to be replaced at next cycle, so note on log sheet and include in next filter change. Verify all filter clips are in acceptable condition or prepare service request to repair clips on next entry.
4	Clean inside of air handler windows to allow better vision. Replace light bulbs, if necessary.
5	Remove lock and tag and inform Utility Operations that work is complete and that system may be returned to normal. Verify that normal flows have been restored to fume hoods and laboratories and remove postings.

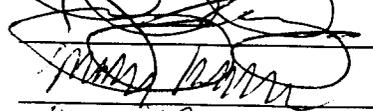
Approvals

Building Manager



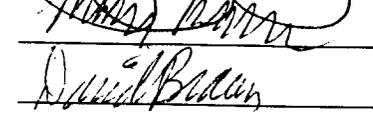
Date: 8/28/00

Facility Project Manager



Date: 8/28/00

Safety: Industrial Hygiene



Date: 8/30/00

Work Control Specialist



Date: 8/20/00

