



WEEKLY SAFETY MEETING

PROCESS SAFETY MANAGEMENT (PSM)

The purpose of Process Safety Management (PSM) is to prevent or minimize consequences of catastrophic releases of toxic, reactive, flammable or explosive chemicals in various industries such as refineries, corn milling processes, etc.

Winger employees shall abide by Winger’s safe work practices during operations such as lockout/tagout, confined space entry, opening process equipment or piping and controls over entrance to facility. Communication shall be made by the supervisor or foreman with the customer and obtain a Safe Work Permit before commencing any work. No work shall commence until the appropriate permit is received by the working crew. Management of change (MOC) procedures (except for “replacements in kind”) shall be used to manage changes to process chemicals, technology, equipment, and procedures and changes to facilities that affect a covered process. Communication shall be made when repairing or maintenance of PSM systems. Winger employees shall work together with the customer to make sure these changes are managed correctly.

Process Safety Management applies to the following process equipment:

- ✚ Pressure vessels and storage tanks
- ✚ Piping systems and components such as valves and pumps
- ✚ Relief and vent systems and devices
- ✚ Emergency shutdown systems
- ✚ Controls including monitoring devices and sensors, alarms, and interlocks

A Process Hazard Analysis shall utilize documents such as What-IF/Checklists. The process hazard analysis shall address:

- The hazards of the process
- The identification of any previous incidents which had a likely potential for catastrophic consequences in the work place
- Engineering and administrative controls
- Consequences of failure
- Facility siting
- Human factors and
- A qualitative evaluation of a range of the possible safety and health effects of failure of controls on employees in the workplace.

Owners that utilize contractors to perform maintenance or repair, turnaround, major renovation, or specialty work on or adjacent to a covered process must follow these procedures:

- ✚ Obtain and evaluate information regarding contractor’s safety performance and programs.
- ✚ Inform contractor of the known potential fire, explosion, or toxic release hazards related to the contractor’s work and the process.
- ✚ Explain the emergency action plan.
- ✚ Control the entrance, presence and exit of contractors in covered process areas.
- ✚ Periodically evaluate the performance of contractors.
- ✚ Maintain a contractor injury and illness log in their process area.

Winger employers must respect the confidentiality of trade secret information when the process safety information is released to them.

Meeting Date: _____
Supervisor: _____

Trainer: _____
Location: _____

Attendees: (Please print clearly)

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____



WEEKLY SAFETY MEETING

PROCESS SAFETY MANAGEMENT (PSM) QUIZ

1. The purpose of PSM is to prevent or minimize catastrophic consequences. True or False? _____
2. Refineries and corn milling processes are a couple of industries that Winger employees must adhere to PSM regulations. True or False? _____
3. Winger employees must abide by safe work practices such as:
 - A. Lockout Tagout & Confined Space
 - B. Line Breaks
 - C. Safe Work Procedures
 - D. All of the above

4. MOCs do not have to be used for replacements in kind. True or False? _____
5. Process Safety Management applies to the following process equipment:
 - Pressure vessels and storage tanks
 - Piping systems and components such as valves and pumps
 - Relief and vent systems and devices
 - Emergency shutdown systems
 - Controls including monitoring devices and sensors, alarms, and interlocks
 True or False? _____
6. A What If or Process Hazard Analysis must be utilized for work that falls under the PSM standard. True or False? _____
7. Owners that utilize contractors must follow these procedures:
 - Obtain and evaluate information regarding contractor’s safety performance and programs.
 - Inform contractor of the known potential fire, explosion, or toxic release hazards related to the contractor’s work and the process.
 - Explain the emergency action plan.
 - Control the entrance, presence and exit of contractors in covered process areas.
 - Periodically evaluate the performance of contractors.
 - Maintain a contractor injury and illness log in their process area.
 True or False? _____
8. Contractors must respect the confidentiality of our customer’s trade secret information. True or False? _____



Printed Name: _____ Trained by: _____

Signature: _____ Trained by Signature: _____

Date: _____ Location: _____