PURPOSE

The purpose of this program is to describe measures to prevent the occurrence of dropped objects and align with industry best practices.

1. OBJECTIVE
2. The objective of this program is to provide simple guidance towards eliminating dropped objects by;

* Identification and understanding of potential workplace dropped objects hazards
* Understanding the various levels of protection that are available to prevent dropped objects
* Selecting and supplying the right level of mitigation, and
* Raising the overall awareness of dropped objects.

1. DEFINITION
2. A dropped object is any object that falls from its previous static position and has the potential to cause injury, death, equipment damage, or harm to the environment.
3. When referring to dropped objects, consider:

* Lifting Operations,
* Operations conducted at heights,
* Hand tools being used at heights,
* Temporary equipment at heights,
* Hand tools and/or equipment left behind after working at heights,
* Where personnel are working on a level directly below the work site,
* Equipment mounted at a height that could fall due to vibration and environmental conditions (i.e., piping, lights, cameras, rigging gear, etc.)

1. FOCUS AREAS
2. Dropped objects are the principal cause of incidents in the oil and gas industry and contribute to the risk level for offshore and onshore facilities.
3. Examples of risk areas include:

* Cranes,
* Ladders,
* Pipe Racks,
* Scaffolding,
* Forklift Operations,
* Poorly Stacked Materials,
* Drilling Rig Derricks & Floors,
* Areas Below Lifting Operations,
* Elevated Work areas or Platforms,
* Temporary or Portable Equipment,
* Remotely Operated Vehicles (ROVs), and
* Work Spaces Where Equipment is Mounted Overhead

1. ROOT CAUSES OF DROPPED OBJECTS
2. Dropped objects are created by;

* Weather,
* Instability,
* No restraints,
* Poor designs,
* Failure to plan,
* Poor housekeeping,
* Load miscalculation,
* Lack of risk assessment,
* Improperly secured loads,
* Scrap and debris left aloft,
* No equipment maintenance,
* No regular inspection procedures,
* Carrying equipment while at height, &
* No lanyards on tools used at height

1. PREVENTION MEASURES
2. Conduct a dropped objects risk assessment specific to the site utilizing the “HAZARD ID” tool.
3. Review and revise JSEA for dropped objects potential.
4. When necessary, add secondary retention safety systems such as safety nets.
5. All Hand Tools shall be secured by a tool lanyard to prevent dropping to a lower level. Hand tools shall include, but not be limited to the following:



* Pliers,
* Wrenches,
* Hammers,
* Screw Drivers, &
* Tape Measures

1. Inspect all overhead equipment and locations for loose items that may present a hazard during maintenance activities.
2. Account for all tools used while working at heights.
3. EMPLOYEE TRAINING

The Company has established a training program for relevant personnel to identify and mitigate dropped objects in the workplace. Training shall cover the following topics at a minimum:

* Identifying Dropped Objects,
* Maintaining Good Housekeeping,
* Observing and Reporting Incidents,
* Reviewing Dropped Objects During the JSEA Process,
* Securing Tools & Equipment When Working At Heights, &
* Utilizing Stop-Work-Authority When Observing Unsafe Acts and Conditions

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| **Reviewed and Approved** |
| Quality Manager or President |  |  |
|  | Date |