

# Dynamic Learning Center



**DLC 100.000**

# Training Code of Conduct

- Attend training as scheduled
- **Be on time!!!**
- **Turn phones and pagers off or to vibrate**
- Adhere to management expectations
- Respect the opinions of others
- Be professional in behavior and appearance
- Come prepared to learn
- **Participate constructively**
- Use training to improve your performance
- **Provide honest and constructive feedback to the instructor**
- Submit training requests to address knowledge and skill deficiencies
- Actively participate in training committees
- **Follow all safety precautions without exception**

# Terminal Objective

Upon successful completion of this course, the participant will demonstrate knowledge of key Human Performance and Industrial Safety practices and work expectations employed by Browns Ferry Nuclear Plant and within the Nuclear Power Group (NPG). Successful completion requires active participation in the learning activities as determined by the instructor(s), and successful completion of a written examination with a passing score of at least 80%.

# Safety Message

## VISIBLY DEMONSTRATE

A guide to the Browns Ferry Turnaround Plan

“What have I done today to visibly demonstrate that safe and error free operations are my top priority?”

Rev. 0



One Team  
Fleet

*Vision*

Leading the industry in Safety • People • Performance

TVA!

# Reminder

**Safety is everyone's responsibility and right.**

*“...the quality of being safe, freedom from danger or injury”*

**Dictionary**

*“The control of hazards to attain an acceptable level of risk”*

**National Safety Council**



# How to Prevent Accidents

- Hazard Recognition
  - Planning
  - Human performance tools
- Hazard Elimination
  - If possible
- Hazard Control
  - Engineering
  - Administrative
  - PPE



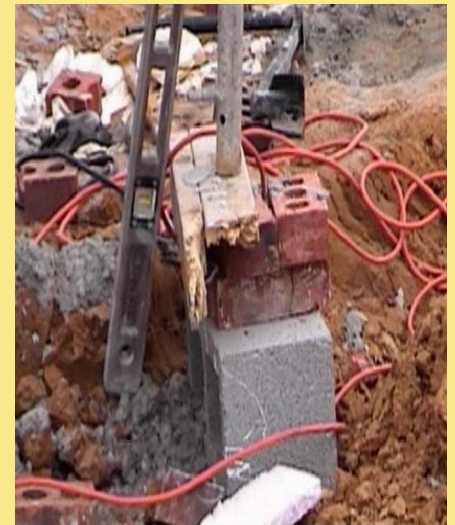


# \*Hazard Recognition\*

• Two categories of hazards in the workplace:

1. Unsafe Acts: Most accidents result from the actions of people and not necessarily those who are injured.

2. Unsafe Conditions: Physical hazards in the workplace that must be identified and promptly corrected.



# What types of controls could be used for each of these hazard groups?

- Electrical
- Environmental
- Fire
- Material Handling
- Tools & Equipment
- Walking/Working Surfaces





# Human Error Precursors

**What are error-likely situations?**

**How do we avoid them?**

**Examples of human error precursors:**

- Time pressure
- Repetitive actions
- Distractions
- Heat stress work areas
- Knowledge/skill level
- Fatigue
- Complacency



# Pre-Job Briefing (PJB)

- Best way to effectively communicate hazards.
- Required for any activity categorized as a “job”.

**(Job - is defined in TVA Safety Procedure 18.005 as any operation, maintenance, testing, inspection, or construction activity that requires employees to handle material, use tools, conduct tests or use supporting equipment such as ladders or scaffolds.)**

- Type of PJB depends on classification of job – low hazard or high hazard. Low hazard requires only a verbal PJB.-

# Pre-job Briefing Checklist

NPG PRE-JOB BRIEFING CHECKLIST		JSA # (if required)	
If this job meets the definition of a high hazard job, then a JSA must be used in conjunction with this checklist for the pre-job briefing.			
<b>Activity:</b>	<b>Briefing Conducted by:</b>	<b>Date:</b> /     /	
	(Circle one: Foreman/Supervisor/Employee)		
<b>Task Qualifications Verified by:</b>	<b>or</b>	<b>N/A</b> (sign or circle n/a if task qualification not required)	
<b>1. What are we going to do?</b>	(Initials)		
<ul style="list-style-type: none"> <li>Procedure and Work Scope are understood.</li> <li>Unit/Train/Components are clearly identified.</li> <li>The roles of workers/task leader have been identified.</li> </ul>			
<b>2. What is the worst thing that could happen?</b> (circle Yes or No -- if Yes document risk prevention actions to be taken)			
<ul style="list-style-type: none"> <li>Is there a significant potential for personnel injury? Yes / No</li> <li>If yes, have controls for identified hazards been discussed? Yes / N/A</li> <li>If yes, Rescue/Emergency plans established? Yes / N/A</li> <li>Could there be a risk to generation? Yes / No</li> <li>Could there be an undesirable event such as a spill? Yes / No</li> <li>Is there a potential to affect security or a fire protection system? Yes / No</li> <li>Is there a potential for a significant radiological exposure? Yes / No</li> </ul>			
<b>If any answer above is Yes, document what actions will be taken to prevent adverse consequences associated with the risks from occurring:</b>			
_____			
_____			
_____			
<b>3. Critical Steps have been annotated as critical.</b> Yes / N/A (circle one)			
<b>4. Discuss the Human Performance Error Prevention Tools to be used and/or emphasized during critical steps:</b> (initials)			
<ul style="list-style-type: none"> <li><b>Pre-Job Briefing</b> - (Ensure JTB is thorough, roles have been identified and questions resolved) _____</li> <li><b>Procedure Use &amp; Adherence</b> - (Discuss Placekeeping Requirements, Sign off as performed, Stop when Unsure) _____</li> <li><b>Two-Minute Rule</b> - (Ensure you are on Correct Unit, Correct Component &amp; Identify Hazards in area) _____</li> <li><b>Self-Checking</b> - (Use of Peer Checking, Concurrent Verification, Independent Verification &amp; STAR) _____</li> <li><b>Effective Communications</b>: (Discuss the use of Three-Way &amp; the Phonetic Alphabet) _____</li> </ul>			
<b>5. Safety Concerns:</b>			
<ul style="list-style-type: none"> <li><b>Does this job include work on Safety Related equipment:</b> Yes / No</li> <li><b>Clearance Number</b> _____ (N/A if no clearance required).</li> <li><b>PPE required (circle applicable equipment)</b>: Hard Hats, Safety Glasses, Hearing Protection, Gloves, Climbing Harness, Faceshield, Arc Flash Clothing, Ground Fault Interrupter, Brass Tools, Insulated Tools, Oxygen Meter, Other (list): _____</li> </ul>			
<b>6. Operating Experience - Internal / External</b> (circle one or both) <b>of a similar nature has been discussed and is included in this work document.</b> _____ (initials)			
<b>7. RWP #</b> _____ (N/A if none required)			
<ul style="list-style-type: none"> <li>ALARA practices have been discussed, including dosimetry, shielding and low dose areas _____ (N/A if no RWP)</li> <li>If RWP required, discussed how to maximize efficiency, tools, manpower and methodology. _____ (N/A if no RWP)</li> </ul>			
<b>8. Will an OJT/TPE be conducted during this evolution?</b> Yes / No (circle one)			
<b>9. Has this job been walked down?</b> Yes / No / Unknown (circle one) <b>Foreman or designee:</b> _____			
<b>10. FME Level</b> _____ <b>applies and the requirements have been discussed.</b> _____ (initials)			
Attendee Sign Off:			
<b>Your signature indicates you have been briefed, you understand your roles and responsibilities associated with this job and any known safety concerns have been addressed.</b>			
_____			
_____			
_____			
_____			
_____			
_____			
_____			
_____			
_____			

This document is to be retained with the work package.

# Job Safety Analysis (JSA)

<b>No:</b>		<b>Job:</b>	
<b>Date:</b>			
<b>Section:</b>	<b>Skills Required:</b>	<b>Analysis by:</b> <b>Approved by:</b>	<b>Reviewed by:</b>
<b>Required Personal Protective Equipment:</b>			
<b>Tools &amp; Equipment Required:</b>			
<b>Job Preparation:</b>			
<b>Hazardous Materials:</b>		<b>Special Requirements:</b>	
<b>No</b>	<b>Sequence of Basic Job Steps</b>	<b>Potential Accidents or Hazards</b>	<b>Recommend Safe Job Procedures</b>



What is intervention?

What is coaching?

- Intervention - Proactively stopping and/or redirecting actions to meet site standards and expectations.
- Coaching - Providing unsolicited feedback in order to assist individuals in being successful in their job assignment.

# Why do we need coaching?



- Change behavior and improve performance
- Increase trust, candor, and cooperation
- Take advantage of available resources and get results
- Help people learn to coach themselves
- Help each other succeed
- Prevent errors



# Post-Job Review

- Evaluate work
- Capture lessons learned
- Discuss changes to be incorporated into work package, procedure, and/or JSA.



# DLC Walk-through

- Required: hard hat, safety glasses, and gloves
- Perform a self-check before beginning
- Participation is not optional!