

Administrative Procedures

HMIS-PRO-SP-28034

Adverse Weather

Revision 0, Change 2

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- No USQ Required

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Change Summary

Description of Change

fix link to the snow removal plan

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1.0 PURPOSE

At Hanford, and throughout Southeastern Washington, seasonal weather conditions are typically very stable. However, on occasion, severe storm fronts pass through the region and are accompanied by lightning strikes, high winds, snow, or torrential rains.

Since such phenomena occur infrequently and often appear quite suddenly, it is incumbent upon Hanford Mission Essential Solutions Contract (HMIS) management and employees to plan for exposure to these conditions when performing outdoor work activities. Adverse weather conditions occasionally disrupt work schedules and interfere with normal work-related activities.

When these conditions occur, this procedure provides the guidance that HMIS Team management and employees are expected to take to ensure the safety and security of all HMIS personnel.

2.0 SCOPE

This Level 1 Administration Procedure is applicable to HMIS Team employees performing HMIS work scope. The HMIS management team is responsible for safety throughout the HMIS and for creating a safe work environment for all employees. This responsibility includes implementing the following adverse weather safety policies. Facility and Project Managers will ensure that a means to communicate appropriate guidance to subordinate Managers and Supervisors is in place when adverse weather condition alerts are transmitted by the [Hanford Meteorological Station](#) (HMS).

NOTE: *Real-time weather information is available from the web site and/or by telephone from the "On-duty Forecaster" at 373-2716.*

3.0 RESPONSIBILITIES**3.1 Hanford Mission Integration Solutions Management**

The management is responsible for the following actions regarding adverse weather:

- Communicating adverse weather conditions
- Implementing adverse weather safety controls
- Determining when ceased work activities may safely resume

3.2 Hanford Mission Integration Solutions Employees

Employees are responsible for the following for complying with directions and policy relating to adverse weather safety.

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4.0 INSTRUCTIONS

The steps described below and illustrated in Figure 1 provide management and employees direction in the event of four adverse weather situations such as, but not limited to: lightning, high winds, snow/ice, and torrential rain/hail.

4.1 Advance Warning of Adverse Weather

Actionee	Step #	Action
Management	1.	USE methods such as the following to keep abreast of adverse weather conditions when employees are deployed to perform outdoor activities: <ul style="list-style-type: none"> • Hanford Meteorological Station (HMS) • TV Weather Channel • NOAA Weather Radio • Lightning detectors
	2.	ENSURE method is available to communicate instructions to employees who are affected by changing adverse weather conditions.
	3.	TRANSMIT HMS adverse weather advisories and MSA stop work notifications through the Hanford Mission Integration Solutions Notification System (MSANS).
Employees	4.	COMPLY with direction and policy relating to adverse weather safety.

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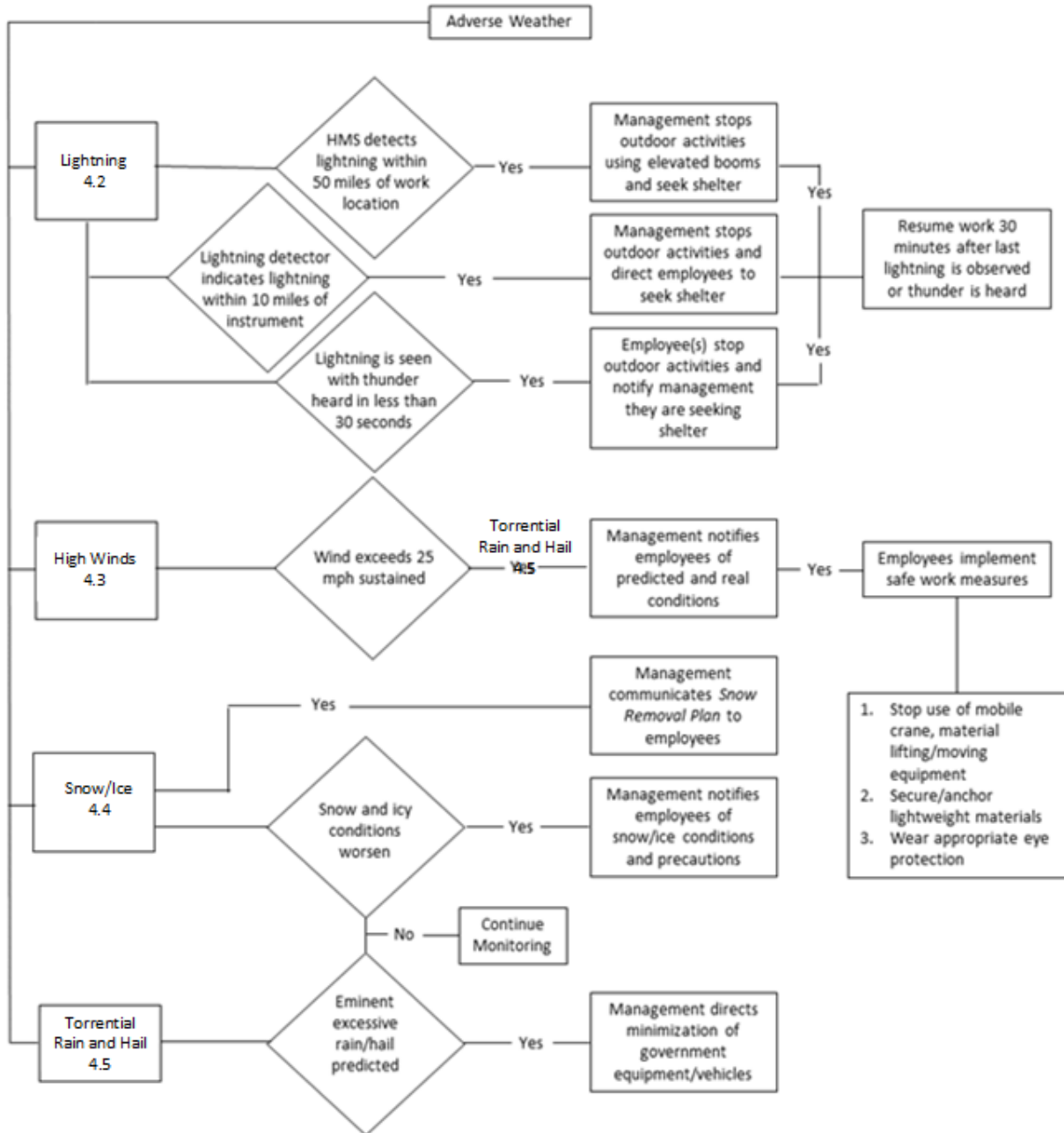


Figure 1. Adverse Weather Flowchart

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4.2 Lightning Safety

Actionee	Step #	Action
Management		<p>NOTE: <i>Elevated boom and aerial lift equipment includes cranes and drilling masts. This includes any equipment that has a boom or the capability of extending itself or materials to an elevation greater than the equipment cab. This also includes the raising of dump truck beds or roll-on/roll-off containers, but does not apply to driving these vehicles.</i></p> <ol style="list-style-type: none"> IF lightning is detected by HMS within a 50 mile radius of the work location, THEN SUSPEND all outdoor HMIS work activities associated with the use of elevated booms or aerial lift equipment. SUSPEND all outdoor HMIS work activities when lightning is detected by HMS within a 10 mile radius. NOTIFY employee via radio, siren or other means. DEVELOP and IMPLEMENT appropriate administrative and engineering controls to protect employees from lightning hazards where essential HMIS work activities cannot be suspended. <p>NOTE: <i>The 30-second timeframe referred to below is part of the 30/30 Rule. (NWCG-NFES 0065, Fire Line Handbook)</i></p> <ol style="list-style-type: none"> IF the time between seeing lightning and hearing thunder is less than 30 seconds, THEN SUSPEND outdoor work. FOLLOW pre-job instructions if the task is determined to be an essential HMIS work activity that cannot be suspended. <p>NOTE: <i>Safe locations include large permanent buildings or metal vehicles; hazardous locations include near metal objects or water, under a tree, on hills, or near electrical/electronic equipment.</i></p> <ol style="list-style-type: none"> MOVE to a safe location. APPROVE return to work after the absence of thunder and lightning have been observed for 30 minutes. CONDUCT a workplace walkthrough to look for any changed conditions that may need further review before work is approved to be resumed.

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4.3 High Wind Safety

Actionee	Step #	Action
Management		<p>NOTE: <i>High wind conditions are defined as winds sustained at 25 miles per-hour or greater.</i></p> <ol style="list-style-type: none"> IMPLEMENT safe work measures when high wind conditions are reported or detected, either by HMS Monitoring Station nearest to the work location or with onsite project wind monitoring instruments (i.e., anemometer). USE the listed average wind speed value (15-minute average) on the HMS webpage to implement high wind safety controls. SUSPEND operation of mobile cranes and other personnel or material lifting/moving equipment during periods of high wind conditions. <u>IF</u> the operation of mobile cranes and other personnel or material lifting/moving equipment is necessary during high wind conditions, <u>THEN</u> an analysis must be performed and approved by Safety and Line Management that demonstrates the work can continue safely and in accordance with DOE-RL-92-36 <i>Hanford Hoisting and Rigging Manual</i>, HMIS-PRO-SP-079, <i>Job Hazard Analysis</i>, and/or the equipment manufacturer's recommendations. SECURE or ANCHOR lightweight materials and objects, debris, tools and equipment etc.
All employees	6.	During periods of high wind conditions, WEAR appropriate eye protection when working or walking outdoors.

4.4 Snow and Ice Safety

Actionee	Step #	Action
Management	1.	IMPLEMENT safe work measures when hazardous snow/ice conditions are reported or detected by the HMS, Hanford Patrol or HMIS Management.
	2.	MINIMIZE operation of government vehicles and equipment.
	3.	ENSURE hazardous snow/ice conditions have been mitigated where possible.

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4. COMMUNICATE conditions and precautions to be taken and stop work notifications using established employees notification and communication processes and procedures.

NOTE: [HNF-37396 Snow Removal Plan](#) is developed and maintained by the Public Works Department's Road Maintenance Department. The plan addresses snow removal from HMIS maintained roads, parking lots, and walkways, and includes emergency points of contact.

5. COMMUNICATE the contents of [HNF-37396 Snow Removal Plan for Hanford Site](#), to all HMIS and HMIS contractor employees, as/when appropriate.

4.5 Torrential Rain and Hail Safety

Actionee	Step #	Action
Management	1.	MINIMIZE the operation of government vehicles and equipment, where possible, during periods of torrential rains and hailstorms.
	2.	COMMUNICATE conditions and precautions to be taken by employees using established employee notification and communication processes and procedures

5.0 RECORD IDENTIFICATION

All records are generated, processed, and maintained in accordance with [HMIS-PRO-RM-10588](#), *Records Management Processes*, or [HMIS-PRO-RM-32281](#), *Electronic Records Management*, as applicable.

6.0 SOURCES

6.1 Requirements

[DOE-RL-92-36](#), *Hanford Site Hoisting and Rigging Manual*
 NWCG-NFES-002943, *Wildland Fire Incident Management Field Guide*, National Wildfire Coordination Group, January 2014

6.2 References

[10 CFR 851 Worker Safety and Health Program](#)
 HNF-37396, [Hanford Mission Integration Solutions Snow Removal Plan](#)
 National Lightning Safety Institute,
http://www.lightningsafety.com/nlsi_pls/decision_tree_people.html
 HMIS-GD-OC-58233, *Event Notification*

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HMIS-PRO-RM-10588, *Records Management Processes*
HMIS PRO-RM 32281, *Electronic Records Management*
HMIS-PRO-SP-45009, *Personal Protective Equipment*
HMIS-PRO-SP-079, *Job Hazard Analysis*
NFPA 1143: *Standard for Wildland Fire Management*