

SELF: Crew Visits Onsite Section Onsite Section (Distribution / Transmission)
2013.08.09



Table Of Contents

Cover Sheet	1
Table Of Contents	2
1. Observation Guidelines	3
2. System Identification	4
14. Crew Visits	5

1. Observation Guidelines

1.1 Each section of the existing onsite observation form has been broken out by sections and made available for utilization as a self assessment tool during the interim years between the formal onsite observation process conducted every three years.

Each section is an exact copy of the questions and criteria used during the onsite observation process.

1.2 Cooperatives are encouraged to use these sections as part of their on-going Safety Improvement Plan to target specific improvement areas found during their formal onsite observation process or areas they have individually prioritized.

1.3 The idea is to identify areas for improvement; initiate planned actions to meet improvement objectives and assess progress on a systematic basis to ensure the improvements have been institutionalized into normal operations.

1.4 Cooperatives can select and self assign to their cooperative each onsite self assessment section that pertains to their identified improvement areas.

PDF versions of these forms will also be available at the RESAP home page under Self Assessment Forms so you can download and utilize them within your self assessment process.

1.5 Once your self assessment hard copy is completed you can enter your finding online and submit. The person conducting the assessment, the date and assessment results will be saved in the system, allowing you to monitor and track your progress.

1.6 Your self assessment process is designed by your cooperative team as part of a continuous safety improvement process.

When planning your assessment process statewide safety professionals, peer to peer cooperative observers or in-house cooperative employees can be used to conduct these assessments, it is entirely up to each cooperative. The key is having a formalized plan that is monitored and reevaluated on a regular basis to ensure objectives are being met.

2. System Identification

D.1 Name of person making these online entries.

D.2 Email address of person making these entries.

D.3 Date or scheduled date (mm/dd/yyyy) of this inspection.

D.4 Name of the system General Manager/CEO:

D.5 Self Assessment performed by:

- Organization Employee
- Statewide Personnel
- Outside service provider
- Other

D.6 Select the type of audit being performed at this system.

- RESAP observation was announced to many.
- RESAP observation was announced to a select few.
- RESAP Observation is unannounced.
- RESAP observation is section based in calendar yr.

14. Crew Visits

14.1 System work crews can be located and are available for interviews (Personnel working overhead, underground, right of way, etc.) or work observation either on the job site or other suitable locations.

ref: 1910.269

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

14.2 According to employee interviews, communication is routinely established with the office dispatcher or supervisor at each job site.

Criteria:

Communication occurs before moving to the next job site or upon arrival.

If the primary method of communication is weak in certain areas, an alternate method is planned in the event of an emergency.

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

14.3 A designated person is in charge at each worksite.

ref: 1910.269(c)

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

14.4 A job briefing is conducted before each job assignment documented.

ref: 1910.269(c)(1)

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements

14.5 Appropriate tools and equipment are available, or in use as the job requires.

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

14. Crew Visits

14.6 Employees can explain or demonstrate their daily vehicle inspection procedures for commercial motor vehicles.

ref: Federal Motor Carrier Safety Regulations

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

14.7 Operational voltage detection devices are available on each job site to determine the observer and nominal voltages.

ref: 1910.269(n)(5)

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

14.8 An adequate supply of traffic control devices are available or are in use as required.

ref: MUTCD

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

14.9 Employees are knowledgeable regarding work site emergency actions.

ref: 1910.269(a)(3)

- Exceeds Requirements
- Satisfies All Requirements
- Satisfies Most Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

14.10 Line personnel are knowledgeable, when questioned individually, about when rubber gloves shall be used.

ref: Safety Rules

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

14. Crew Visits

14.11 Line personnel are knowledgeable, when questioned individually, about when rubber gloves shall be used.

ref: Safety Rules

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

14.12 Supervisors and crew foremen are clear and consistent about when rubber gloves and sleeves shall be used.

ref: Safety Rules

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

14.13 Line personnel are knowledgeable, when questioned individually, about when personal grounds shall be used.

ref: Safety Rules

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

14.14 Line personnel are able to explain the proper steps for installing personal grounds.

ref: 1910.269(n)(2)

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

14.15 Line personnel are knowledgeable, when questioned individually, about when vehicle/equipment grounds and/or barricading are required to be used.

ref: 1910.269(o)(4)(vi)

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

14. Crew Visits

14.16 Line personnel are able to explain the preferred methods of vehicle/equipment grounding or methods used for barricading.

ref: 1910.269(o)(4)(vi)

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

14.17 Line personnel can explain the proper use of traffic control devices as required for the speed and volume of traffic through typical work zones.

Criteria:

In states where flagger certification is required, evidence of the affected employee training is available when requested. In all other states, affected employees confirm, when questioned, that traffic control and flagger training are regular safety topics.

ref: MUTCD

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

14.18 Supervisors and crew foremen are clear and consistent about the procedures for installing personal and vehicle/equipment grounds and/or barricading.

ref: 1910.269(o)(4)(vi)

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

14.19 Line personnel are knowledgeable about line clearance procedures required at their system.

ref: RUS - NESC

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

14.20 Supervisors and crew foremen are clear and consistent in their explanation of line clearance procedures required at their system.

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

14. Crew Visits

14.21 If work is observed, work in progress is in compliance with local safety rules and utility safe work practices. (i.e. did they check/inspect all rubber goods prior to use?)

ref: Safety Rules

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

14.22 The overall evaluation of the onsite field observation team for this section of the assessment is as follows:

Criteria

Strong performance - Questions evaluated as exceeds or satisfies all requirements

Satisfactory performance - Questions evaluated as satisfies all requirements, could be a small number evaluated as exceeds

Generally satisfactory with minor areas for improvement - Questions evaluated as satisfies all or most requirements, improvement areas are minor

Key attention areas for improvement - Questions evaluated as partially satisfies or fails to satisfy requirements in important improvement areas

- Strong Performance
- Satisfactory Performance
- Generally Satisfactory
- Key Attention Areas for Improvement