

STEP 7 CONVERSATION



(Starting work is **not** Step 1)

Before I start work, I engage each team member about safety

WELLBEING CHECK-IN

How do we know everyone is feeling well enough to focus on today's work?
(enough sleep, water, food, and mind not focused elsewhere)

1	PLAN	How clear are the risks? (known or "figure-out" mode) Which Life-Saving Rules & Process Safety Fundamentals? What are our roles? How up-to-date are procedures? Which after action reviews and incidents are relevant?
2	COMMUNICATE	Who is exposed to which risks during this job? Who else needs to know about our plan? Why? How will we communicate with teams working nearby?
3	CHECK EQUIPMENT	How fit for purpose are our tools/equipment? How were they Certified / Tested / Rated / Calibrated? What is the correct position for the tools?
4	PREPARE AREA	How flat/level and clear (housekeeping) is our area? Where are Exclusion Zones established? Who is working above/below/around us or on the same lines/equipment?
5	CONTROL ENERGY	Where might energy be stored/released? Who tested it? Where can there be Line of Fire? What are the controls? Where are escape route/s? Where might pressure be?
6	FINAL CHECK	Which Start Work Checks apply? Which hold points? What is the biggest risk? How do we Fail Safe? What emergency response procedures are relevant?
7	START WORK	What CHANGES should we PAUSE for?

AFTER ACTION REVIEW

Which highlights, improvement areas, interventions, and actions will we learn from?



Bypassing Safety Controls



Confined Space



Driving



Energy Isolation



Hot Work



Line of Fire



Safe Mechanical Lifting



Work Authorisation



Working at Height

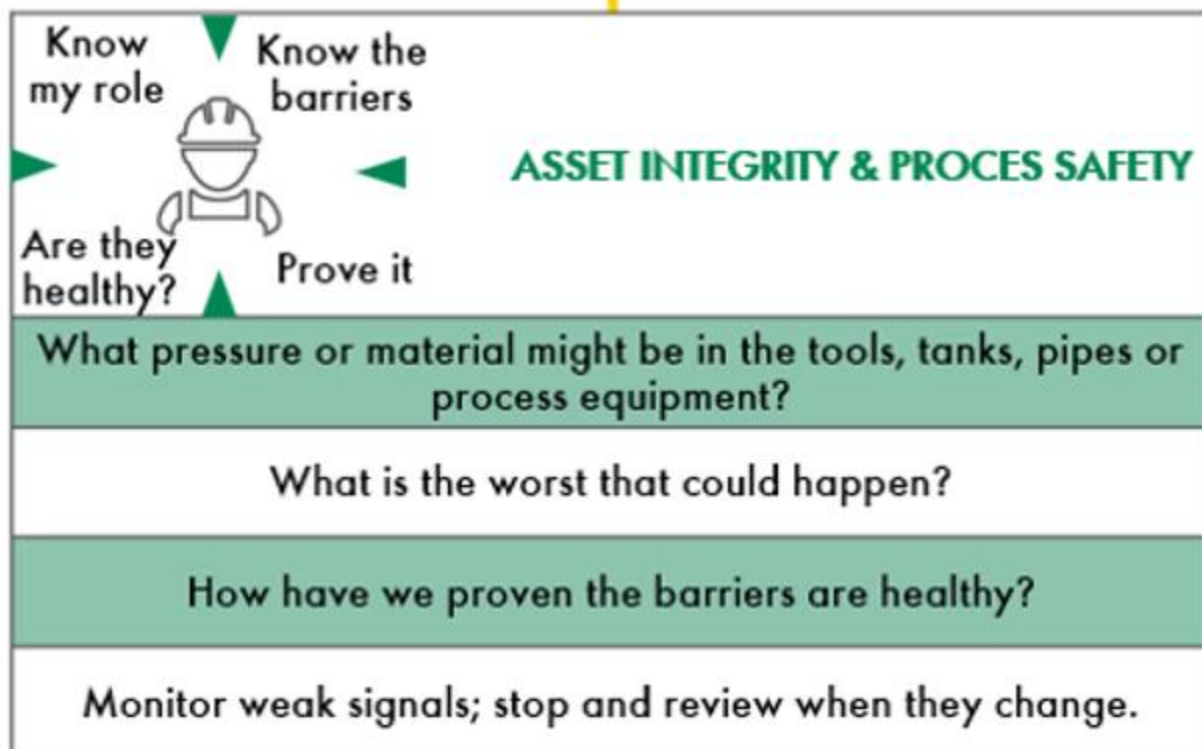
STEP 7 CONVERSATION



I know my barriers.

If things go wrong, I know we will Fail Safe.

WHAT?	The "Step 7" card is designed to support high quality conversations about safety
WHO?	All persons performing the task
WHEN?	Before the job starts, after lunch when we start again, and when the job scope changes
WHERE?	At the job site where we can see the work area
WHY?	To verify barriers are in place before starting each job So everyone is engaged and clear on their safety controls
INTENT:	To find gaps during the conversation, not after someone has been hurt



Use two barriers for hydrocarbon and chemicals



No unattended drains/transfer



Take interim measures for failed SCEs



Sign off each step for high risk activities



Walk the line - verify & validate line-up changes



Do not make a change without proper MOC



Verify complete tightness after maintenance



Check pressure free & drained for maintenance



Utilities to process MOC & backflow protection



Respond to critical alarms