



HSE guidelines

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April 2017

LAST MINUTE RISK ANALYSIS (LMRA)



HSELIFE NL 
Oil & Gas Industry standards for professionals on the shop floor

Work safely or don't work at all

There are strict procedures when working on installations and systems. After all, there's a risk for hazardous substances to be released. Therefore read the Permit to Work carefully and check if the described control measures have been taken. Then take the precautionary measures which belong to your job.

Always be alert to prevent hazardous substances from being released. When in doubt: always ask or stop working!

Speaking the same clear language regarding Health, Safety and Environment, and harmonisation of regulations by focusing primarily on agreements between companies and contractors.

That is the goal the member parties of HSElife NL pursue.

As well as the information that has already been harmonised, location and company-specific information also applies. **Ask for it!**

Note: Check please at hselifenl.com/en/hse-items if you are using the latest version!

WHAT IS A LMRA?

It's a final and short assessment at the work place of any potential risk involving safety, health and environment.

WHY PERFORM A LMRA?

You need to perform a LMRA in order to make sure that the risk you have estimated beforehand as well as the measures you have taken are consistent with the situation you encounter at the work place:

- Because the situation may have changed before the work has started
- In order to identify in an early stage any unforeseen danger or risk at the work place
- In order to reduce any risk of incidents
- In order to identify any risk
- In order to confront and control any risk
- In order to become more aware of safety, health and environment issues
- For your own safety and that of your co-workers

The whole point is for you to start your work activities safely and to ensure safety during the execution of your work activities.

WHEN TO PERFORM A LMRA?

You perform the LMRA:

- After having obtained the Permit-to-Work but before starting the work
- During work if activities or circumstances change

Is the Permit-to-Work not required? You must still perform a LMRA! When loading and unloading, for instance. For danger or risk may be present not directly related to your work. Even when executing routine activities.

If you have any doubts concerning risk or danger when performing the LMRA, you discontinue the work and consult your supervisor and the location manager about additional measures.

WHERE TO PERFORM A LMRA?

You perform the LMRA at the work place or in its vicinity, because that is where any potential danger or dangerous situations may be encountered.



HOW TO PERFORM A LMRA?

You can perform a LMRA using a LMRA card (enclosed).

Front page LMRA card

On the front page of the LMRA card the 3 LMRA steps are mentioned:

- STOP: Is there anything that can still go wrong?
- THINK: If yes, where does this risk come from?
- ACT: What will I do to eliminate the risk?

Back page LMRA card

The back page contains 9 questions helping you to identify any potential risk. The questions are:

1. Do I know what I need to do?
2. Is the workplace safe?
3. Are all safety procedures explained to me?
4. Am I familiar with the hazards of my work / assignment?
5. Do I have proper safety equipment (PPE)?
6. Do I have the right tools?
7. Are my tools certified?

8. Have I done everything possible to minimize the risk?
 9. If anything goes wrong, do I know what I'm supposed to do?
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All **YES**: start or restart your work.

If **NO** or in doubt: go to your supervisor and discuss the situation.

After finishing your work you submit your LMRA card to the location manager. Discuss with him all points of improvement you have come across.

WHO PERFORMS A LMRA?

The following persons perform a LMRA:

- The Permit-to-Work holder together with all workers
- You – before starting the work

Anyone working on a location is responsible for his or her own safety but also for the safety of their co-workers.

APPENDIX LMRA-CARD

Front-side

LMRA - card

LAST MINUTE RISK ANALYSIS

PERFORM LMRA:

- AT THE START OR AT THE RESUMPTION OF YOUR WORK
- WHEN THE SITUATION AND / OR THE WORKPLACE HAS CHANGED

Name:

Company:

Location / Area:

Date:

Work permit No.:

STOP: Is there anything that can still go wrong?

THINK: If yes, where does this risk come from?

ACT: What will I do to eliminate the risk?

APPENDIX LMRA-CARD

Back-side

LMRA

LAST MINUTE RISK ANALYSIS

ANSWER THE FOLLOWING QUESTIONS:

- Do I know what I need to do?
- Is the workplace safe?
- Are all safety procedures explained to me?
- Am I familiar with the hazards of my work / assignment?
- Do I have proper safety equipment (PPE)?
- Do I have the right tools?
- Are my tools certified?
- Have I done everything possible to minimise the risk?
- If anything goes wrong, do I know what I'm supposed to do?

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All **YES**: start or restart your work.

If **NO** or in doubt: go to your supervisor and discuss the situation.

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LMRA-finding:

**Watch the interactive LMRA refresher
course with questionnaire on
www.hselifenl.com**

QUESTIONS? MORE INFORMATION?

You can always approach the site manager/supervisor

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TO REMEMBER

1

When: after a Permit to Work has been issued but before work actually begins, and also after the situation changes in any way

2

Where: at the workplace

3

STOP: could anything go wrong?

4

THINK: if so, why?

5

ACT: what can you do to eliminate the risk?

IMPORTANT! Never let an LMRA be a box-ticking exercise. Discuss the risks and make sure that everyone knows what they should be doing. This can save lives!