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Procedure  
for  
**Power-Actuated Fastener Tool Permit**

REVISION

Rev No.	DCN No.	Change Summary	Release Date	DCN Initiator	Document Owner
3	DCN1101	Added reference to Work Authorization Permit and requirements to submit operator's certifications at time of permit submittal.	8-18-14	J. Colavito	R. Segura

Prior revision history, if applicable, is available from the Document Control Office.

## 1 PURPOSE AND SCOPE

The purpose of this document is to ensure the safe operation of Power-Actuated Fastener Tools at CNSE facility in accordance with the requirements set forth in OSHA 29 CFR 1926.302, and 1910.243.

### 1.1 Scope

A Power-Actuated Fastener Tool Permit (EHS-00065-F1) must be completed any time an activity involves the use of a power-actuated fastening tool in existing, occupied buildings during any level of alterations, repairs, or additions where the site general population may be at risk.

A power-actuated fastener tool is an electrical, pneumatic, hydraulic, fuel fired, or powder (also referred to as explosive) driven tool that is operated at a potentially hazardous pressure.

## 2 RESPONSIBILITIES

### 2.1 Power-Actuated Tool Operator

The power-actuated tool operator is responsible for ensuring that all equipment is inspected prior to use; that equipment is in good operating order and that the appropriate controls have been put in place in accordance with the Power-Actuated Tool Permit (EHS-00065-F1).

### 2.2 Management

Shall recognize its responsibility for the safe usage of power-actuated tools on its property based on risk to the general site population and ensure that the appropriate permits are applied for before such work is scheduled. Advise all employees and contractors about these requirements of which they may not be aware.

### 2.3 Supervisor/Manager

Shall be responsible for ensuring that only trained, authorized personnel handle the power actuated equipment, accompanying charges or pressurized containers and fasteners, and the appropriate permits have been obtained before the work begins.

### 3 ASSOCIATED DOCUMENTS

[CFM-00004-F1 – Work Authorization Permit](#)

[EHS-00065-F1 – Power-Actuated Fastener Tool Permit](#)

### 4 SAFETY

- 4.1 Prior to the beginning of the work the power-actuated tool operator shall evaluate the need for engineering controls and the type personal protective equipment.
- 4.2 Operators and assistants using tools shall be safeguarded by means of eye protection. Head and face protection shall be used, as required by working conditions.
- 4.3 Operators must ensure the work area is properly cordoned off to prevent unauthorized access during power-actuated fastener activities.

### 5 PROCEDURE

#### 5.1 Area Inspection

- 5.1.1 Operators must ensure the work area is properly cordoned off to prevent unauthorized access during power-actuated fastener activities.
- 5.1.2 Operators must ensure that no one is behind, above, or below the area of work that could be in harm's way before using the tool.

#### 5.2 Obtaining the Permit

- 5.2.1 Prior to starting a project that requires power-actuated tool use, the tool operator shall obtain a Power-Actuated Fastener Tool Permit (EHS-00065-F1) [and a Work Authorization Permit \(CFM-00004-F1\)](#).
- 5.2.2 [Two copies](#) of the operator's license or certification must be attached to the submittal.
- 5.2.3 [The following paperwork shall be submitted to the Work Authorization Permit Meeting three \(3\) business days prior to scheduled start of the work for review:](#)

- 1) [Two copies of the Power-Actuated Fastener Tool Permit,](#)
- 2) [Two copies of the tool operator's certification,](#)
- 3) [Two copies of the Work Authorization Permit, and](#)
- 4) [Any other associated paperwork.](#)

- 5.2.4 Approved permits will be placed on the bottom shelf of the drop box located outside CESTM, Rm. CR-1 for pick up after the meeting. Permit requestor is responsible for picking up their copy of the approved permits.
- 5.2.5 Requestors are required to promptly retrieve Work Permits so they:
- a) can confirm they have been approved and work can proceed and
  - b) be made aware of any 'additional conditions or concerns' that may be required as part of the work.
- 5.2.6 Prior to the issuance of the permit, ERT/EHS shall inspect the area using the checklist contained within the permit. One copy of the permit will be issued to the permit requestor for posting, one copy will be retained by the issuing ERT/EHS for filing within EHS.

### 5.3 **Permit Posting**

A copy of the Power-Actuated Fastener Tool Permit shall be retained and filed by the EHS Department; and a copy shall be posted in a visible location within the work area.

## 6 **TRAINING**

- 6.1 Employees and Contractors shall be trained on all aspects of this procedure.
- 6.2 Power-actuated fastener tools must be operated only by employees who are certified or licensed for, and trained in the operation of the particular tool being used.

## 7 **RECORDS**

Completed Power-Actuated Fastener Tool Permit(s) shall be kept on file in the EHS Department.