

PPPL	PRINCETON PLASMA PHYSICS LABORATORY ES&H DIRECTIVES		
	ES&HD 5008 SECTION 9, CHAPTER 13 Working Alone		
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CHAPTER 13 WORKING ALONE

13.1 INTRODUCTION

A person is considered to be working alone when not within earshot or visual contact with another employee for more than a few minutes at a time.

13.2 SCOPE

This policy applies to all personnel (regular, visiting, student, or subcontract) who work in the Laboratory.

13.3 GENERAL POLICY

Working alone is allowed only when the individual and the supervisor have reviewed the work to be performed and have determined that the work involves only minimal hazards and does not violate any of the specific prohibitions of this policy. In cases where there is doubt as to whether or not working alone is appropriate, Industrial Hygiene (IH) should be consulted.

13.4 PROHIBITIONS

Working alone is not permitted in the cases listed below:

13.4.1 Hazardous work such as, but not limited to:

- A. Working on ladders or scaffolds over 8-feet high.
- B. Confined space entry.
- C. Working on exposed, energized, electrical circuits operating at over 50 volts or, for a Qualified Person at over 208 volts (see ES&HD 5008, Section 2, Electrical Safety).
- D. Working on positively de-energized circuits and equipment rated over 600 volts AC or DC.
- E. Operating overhead cranes or hoists of over 3-tons capacity.
- F. Operating mobile cranes, front-end loaders, or other heavy equipment.
- G. Operating forklifts or platforms.
- H. Operating hazardous machinery (table saws, portable circular saws, welding equipment, lathes, milling machines, etc.).
- I. Using explosives or powder-actuated tools.
- J. Handling potentially hazardous substances (acids, cryogenic fluids, caustics, molten metal, compressed gasses).

- K. Using Class 2 or Class 3 radioactive sources except as permitted by Health Physics.

13.4.2 Medical Impairments: Certain employees may not work alone. These conditions will be designated by the Occupational Medicine Office (OMO) as they become known. Included are individuals who have chronic conditions that may cause loss of consciousness or equilibrium or may make it difficult for them to rescue themselves from an emergency situation. Examples are:

- A. Severe diabetes.
- B. Convulsive disorders.
- C. Heart disease.
- D. Severe orthopedic problems such as those caused by arthritis.

Supervisors should refer employees to the Occupational Medicine Office (OMO) for evaluation if they have a question concerning their medical suitability for working alone.

13.4.3 Permitted work: The following are examples of work that would normally be considered suitable for an employee to accomplish while working alone:

- A. Janitorial work.
- B. Office work.
- C. Security patrols.
- D. Conducting fire or safety inspections.
- E. Mail delivery.
- F. Operating portable drills, drill presses, or grinders (with appropriate personal protective equipment).
- G. Constructing circuit boards using wire cutters and soldering irons.
- H. Computer operation.

13.4.4 Security Monitoring: Employees who are working alone between 7:00 p.m. and 7:00 a.m. on business days and at anytime on non-business days may elect to advise the C-Site Security desk officer (Ext. 2536) of their arrival and location and make arrangements for monitoring. Neither the Security staff nor the call to Security will authorize anyone to work alone under conditions prohibited by this policy.