**PURPOSE**

Wagner-Meinert, LLC is constantly striving to improve the safety of our employees, customers, and community. To further that goal, we have developed and have implemented this program specific to Stop Work Authority. The Stop Work Authority process involves a stop, notify, correct and resume approach for the resolution of a perceived unsafe condition, act, error, omission or lack of understanding that could result in a undesirable event. All Wagner-Meinert employees have the authority and obligation to stop any task or operation where concerns or questions regarding the control of health, safety or environmental risks exist.

Compliance with this program is mandatory and is applicable to all company employees who work in an environment where Stop Work Authority may be needed.

**1.0 Key Responsibilities**

* 1. Employees are responsible to initiate a Stop Work Intervention when warranted and management is responsible to create a culture where SWA is exercised freely.
  2. Supervisors are responsible to ensure a culture is created where SWA is exercised and honored freely to resolve issues before operations resume and recognize proactive participation.
  3. Management must establish and support clear expectations to exercise SWA, create a culture where SWA is exercised freely and hold those accountable that chose not to comply with established SWA policies.

**2.0 Stop Work Authority Procedure**

2.1 When an unsafe condition is identified the Stop Work Intervention will be

initiated, coordinated through the Foreman, initatied in a positive manner.

Notify all affected personnel and supervision of the stop work issue,correct the issue and resume work when safe to do so.

2.2 No work will resume until all stop work issues and concerns have been adequately

Addressed.

2.3 Any form of retribution or intimidation directed at any individual for excercising

Stop Work authority will not be tolerated by the host or Wagner- Meinert.

**3.0 Lessons Learned**

3.1 All Stop Work Interventions shall be documented for lessons learned and corrective measures to be put into place.

3.1.1 Stop Work reports shall be reviewed by the Foreman and Safety Director to determine quality of intervention, follow- up, trends and identify opportunities for improvement for sharing of learning.

3.1.2 It is the desired outcome of any Stop Work intervention that the identified safety concerns have been addressed to the satisfaction of all involved persons prior to the resumption of work. Most issues can be adequately resolved in a timely manner at the job site, occasionally additional investigation and corrective actions may be required to identify and address root causes.

**4.0 Training**

4.1 Site specific training will be conducted by the site foreman and per the Wagner-Meinert, LLC Safety Program. Information and training will be given to all employees (Wagner-Meinert, LLC and Sub-contractors) who may are affected by the Stop Work Authority program. The training program will be documented and employees will be trained on the following:

4.2 How to initate Stop Work Authority

4.2.1 Who to contact

4.2.2 Positive resolution to the issue identified

4.2.3 Return to work status / notification

**5.0 Document Management**

**DOCUMENT MANAGEMENT:**

If after reading this program, you find that improvements can be made, please contact the Safety Director. We encourage all suggestions because we are committed to the success of our Stop Work Authority Safety Program. We strive for clear understanding, safe behavior, and involvement from every level of the company.

**CHANGE CONTROL:**

All management system changes are reviewed, approved or disapproved by the Safety Committee.

**PERSONNEL:**

The Owners of Wagner-Meinert, LLC have the ultimate responsibility for the Stop Work Authority Safety Program. They have designated the Safety Director to manage the Stop Work Authority Safety Program.

| **Revision / Review History** | | | |
| --- | --- | --- | --- |
| **Revision** | **Date** | **Authorized By** | **Changes** |
| 1 | 10/12/2006 | Safety Director | New program |
| 1 | 5/7/2007 | Safety Director | Annual Review |
| 1 | 8/20/2008 | Safety Director | Annual Review |
| 1 | 3/17/2009 | Safety Director | Annual Review |
| 1 | 4/18/2010 | Safety Director | Annual Review |
| 1 | 9/8/2011 | Safety Director | Annual Review |
| 1 | 2/12/2012 | Safety Director | Annual Review |
| 1 | 7/21/2013 | Safety Director | Annual Review |
| 1 | 3/22/2014 | Safety Director | Annual Review |
| 1 | 6/18/2015 | Safety Director | Annual Review |
| 2 | 11/04/2016 | Safety Director | ISN Requirement change to section 4 |
| 2 | 6/30/2017 | Safety Director | Annual review |
| 2 | 6/1/2018 | Safety Director | Annual Review |
| 2 | 6/7/2019 | Safety Director | Annual Review |