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HES&S	Ed Nowakowski	Nick De La Garza	SR-54	
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1.0 INTRODUCTION

1.1 Purpose

The purpose of this document is to give instruction necessary to perform work on the wharf.

1.2 Scope

This document does not allow for deviation from the referenced Marathon Standards below.

2.0 REFERENCES

2.1 Marathon Standards, Policies & Procedures

- R-11-033, Fall Protection
- R-11-005, Work Permitting & JHA Program
- R-11-030, High Energy Hot Work Operations

2.2 Government Regulations

- 29 CFR 1926.106, Working over or near water
- WAC 296-56-60115(2)(b)

3.0 WORK OVER WATER

3.1 Requirements

Whenever personnel are to work over water, extra safety precautions are required. The Wharf Operator will issue a safety work permit and ensure that the following minimum requirements are met:

- When an employee is exposed to a risk of drowning, such as working outside the handrails on the causeway or working within three feet of the edge at the Wharf proper, a U.S. Coast Guard approved floatation vest shall be worn (29 CFR 1926.106a), except WAC 296-56-60115(2)(b).
 - To ensure continuous fall protection, whenever an employee is outside the handrails and may have to reset their anchor point, a double lanyard is required, therefore achieving zero exposure.

NOTE: (Example would be accessing the pipe rack to get to a valve from a fixed platform or exiting a ladder to the pipe rack and traversing to the valve. The existing procedure to exit a man lift addresses this the same way.)
 - When working over water and outside the handrails, if you are tied off in a location that would not allow you to reach the water if you fell, then a flotation device does not need to be worn. WAC 296-56-60115 (2) (b).

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NOTE: Floatation devices shall be inspected before and after use for defects which would alter its strength or buoyancy. Defective units shall not be used and shall be properly disposed.

- A Fall Protection Plan shall be written for any work outside of handrails or approved scaffolding. Refer to SR-62 "Fall Protection" for additional information.
- A ring buoy with at least 90' of line shall be within 200' of the work site and readily available for emergency rescue operations.
- At least one lifesaving boat with a qualified operator will be immediately available at locations where employees are working over or adjacent to water (29 CFR 1926.106d). The following table will help define "immediately available":
 - For one job only: One boat, with a Qualified Boat Driver, is required at the job site. The Boat Driver will have a radio and be in contact with the stand-by at the job and the Wharf Operator.
 - For multiple job sites: All job sites will have a stand-by with a radio and be in contact with a rescue boat. The Boat Driver will communicate with all job site(s) stand-by every half-hour to insure good communication. If the stand-by boat is required to respond to an emergency work will be suspended at all job sites until the boat is able to resume stand-by duties. The rescue boat driver must be within close proximity to both jobs, with quick easy access to the job sites to qualify as a standby for more than one work location. A good rule of thumb is the job sites will be no more than 100-150 feet away from each other and the rescue boat will be stationed to allow visibility of both job sites so the job site standby can signal the rescue boat by hand if needed. If there is a question of whether one rescue boat can cover two job sites, contact the Zone C Supervisor.

For more than two jobs on the Causeway or Wharf; use two or more rescue boats. Each boat shall be in close enough proximity to the work area that the job site standby can signal them if needed. The Boat Operator does not need to be in continuous visual contact with the workers but must stay close enough to the work area that they can be visually signaled if radio communications fail.

- Each rescue boat shall be suitable for conditions where used. Boats are to be equipped with oar locks securely attached to gunwales (if provided), oars, and one boat hook and one ring buoy with fifty feet of suitable line attached.
- Whenever rescue boats cannot be used due to inclement weather, no work shall take place that requires a stand-by.

NOTE: Working over water is to be discouraged during inclement weather. During emergency situations, the Zone C Supervisor and the Zone C Safety Professional will be required to approve the work taking place. Inclement weather is described by heavy rains, high winds, or freezing, or near freezing weather.

- Working from under-Wharf access platforms: Work performed from these platforms within the confines of the handrails does not require a Coast Guard approved lifesaving vest, or boat standby.
 - Access below the Wharf to preform work will require two people. If only one person is required for the work, the other will stand-by the access point on top of the Wharf for communication between Operations and the person performing the

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work. If two or more persons are working below: One person will be required to have a radio to contact Operations as needed.

- When Jacob’s ladders are required at the job site:
 - The use of a Jacob’s ladder is discouraged. A Jacob’s ladder will not be used to gain access to vessels moored at the wharf. If a situation arises where a Jacob’s ladder is the best/safest alternative, the Zone C Supervisor will be contacted and approve both the use of and the condition of the Jacob’s ladder prior to its use. The Zone C Supervisor should also contact the Zone C Safety Professional prior to approving use of a Jacob’s ladder at the Wharf.

3.2 Deviations

The Area Safety Specialist must approve deviations from this regulation.

4.0 WHARF WORK PROCESSES

These work processes have been designed for personnel involved in work activities on the Wharf. In no way are they all-inclusive. If you have questions about these procedures, consult the Safety Regulations, Miscellaneous Operating Procedures, or the Supervisor.

4.1 With no Vessel(s) at the Wharf

With no vessels at the Wharf, work will be managed using the Work Classification Table.

4.2 With Vessel(s) at the Wharf

- A permit is required for personnel entry below the Wharf to perform work. Testing for LEL and toxic gases is required with the results written on the permit. Work under the Wharf should be discouraged while a vessel is transferring gasoline, gasoline components, decants, or raw material known to contain high H₂S. If the required work under the wharf is urgent to complete, the Zone C Supervisor will approve/disapprove the work activity with input from the Day Supervisor and the Zone C Safety Professional. Communication between workers and the Wharf Operator is required. Normally, this will be accomplished by having a radio at each job site. An access/egress point is required within 100’ of where a person is working and shall be available for immediate use. A standby person will be required if only one person is working at the job site.

NOTE: The classified area is the area above and below the Wharf west of the elevated turret nozzle control panel, Bent #258, and east of the furthest west turret nozzle, Bent #280.

- Cold work may be performed in classified and unclassified areas above and below the Wharf.
- For purposes of this procedure cold work is defined as: Water washing, use of hand tools, visual inspection, use of X-Ray, UT, and electronic test equipment, use of handheld battery-operated equipment, scaffold building and insulating.
- In unclassified areas above and below the Wharf, air/electric tools, excluding grinders, are allowed. In classified areas above the Wharf, air tools are recommended. In classified areas under the Wharf, electric tools are not allowed

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with a vessel at the Wharf. Air tools, excluding grinders and chipping guns are allowed.

- High Energy Hot Work will not be allowed at the Wharf with a vessel at the Wharf without the Zone C Superintendent, Safety and the US Coast Guard's prior written approval.
- Low Energy Hot work will only be allowed both on the Wharf and under the Wharf in unclassified areas with a permit. See R-11-030.
- Under Wharf access to classified areas shall not be allowed when a product pump is being started and for 15 minutes thereafter, or when a transfer is being shut down and for 15 minutes thereafter. This is to ensure the safety of the personnel under the Wharf during times when the Wharf Operator is unable to respond quickly to an emergency due to operational needs.
- Under Wharf access shall not be allowed if a vessel is arriving or departing the Wharf and will not be allowed access until mooring/unmooring activities are completed.

5.0 CONTRACT DIVING AT THE WHARF

The following qualifications and processes are to be followed before diving will be permitted at the Wharf. A permit will be issued, defining these qualifications/processes, prior to approving.

5.1 Diving Activity Requirements

- Divers to be qualified and certified.
- Divers to comply with all state and federal regulations.
- Stop diving at Wharf Operator's request.
- No vessels unrelated to the diving can come to, or depart from the Wharf with an active diving permit in place.
- Cathodic system to be LO/TO'd in the area of the work.
- If diving is taking place anywhere near the Pump To Bay Diffuser area, the diving will be scheduled around the Effluent pump to bay and the Effluent pump to bay pumps will be LO/TO'd and included on the Safety Work Permit
- Notify all other Maintenance and Operation's personnel working on the Wharf of the Diver's location.
- Diving at the Wharf should be scheduled around traffic. Diving with a vessel at the Wharf shall require pre-approval from the Zone C Supervisor and will only be permitted on the unoccupied berth side of the Wharf. Qualified standby person for Divers are required and radio communication with Wharf Operator must be maintained at all times. Vessel Captains must be notified of Divers in the water. This includes tugs.
- Diving with a vessel at the occupied berth will be permitted only in emergency situations, such as the temporary patching of a leaking vessel hull or clearing of a fouled propeller. In each case, all vessel transfers must be shut down until diving work is completed. The qualifications listed above will still apply. Emergency diving will be done only with prior permission from the Zone C Superintendent, or designee, with concurrence from the Zone C Safety Professional and the Marine Captain.

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- When diving at or near the pump-to-bay water discharge diffuser, the Effluent Operator will lockout and tag the pump-to-bay pumps until diving activities have been completed. Lockout to be recorded on the Diving Permit.

6.0 REVIEW AND REVISION HISTORY

Revision #	Preparer	Date	Description
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