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ANACORTES REFINERY		Demolition and Cutting of Equipment and Piping		Page 1 of 5
RESPONSIBLE DEPT.	CONTENT CUSTODIAN	APPROVED BY	LEGACY NUMBER:	
HES&S	Jedd Larson	Paul Zawila	SR-69	
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1.0 INTRODUCTION

1.1 Purpose

To establish safe work practices to eliminate potential hazards encountered when we demo equipment including but not limited to pipe, tanks, etc. within the Anacortes Refinery.

1.2 Scope

This regulation covers Demolition & Cutting of Equipment & Piping conducted by Marathon and contract employees.

2.0 REFERENCES

2.1 Marathon Standards, Policies & Procedures

- R-11-005, Work Permitting & JHA Program
- R-11-032 (SR-60), Control of Hazardous Energy, Lock Out Tag Out
- R-30-008, Blinding
- R-11-030 (SR-57), Hot Work Operations

3.0 DEFINITIONS

The following definitions are applicable to this procedure.

Table 1 Definitions

Term	Description
Cold Cutting	Task which utilizes non-sparking cutting methods.
High Energy Hot Work Cutting	Utilizes open flame torch cutting, or spark producing methods (torch, welding, grinding, etc.)

4.0 PROCESS REQUIREMENTS

4.1 Cold Cutting Hydrocarbon and Non-Hydrocarbon lines (nitrogen, steam, air, water, etc.)

- Operations must isolate, de-pressure, drain, purge, and clean the line (per R-11-032 (SR-60)).
- In the Joint Job Site Visit (JJSV) Operations must verify with Maintenance present, that the line at the cut point is isolated, de-pressured, drained, purged, and clean (per R-11-032 (SR-60)).
- Operations and Maintenance must "blind" or Air Gap the line to be cut (per R-30-008).

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- If verification points are not readily available (within 20 feet of the cut point) Maintenance must drill a small hole in the line, at the cut point for atmospheric monitoring verification prior to cutting the line.
- Operations and Maintenance will complete a JJSV with the Maintenance Supervisor (Authorized Person in Charge) and the Craft Person who will be cutting the line to determine the exact location the cut will take place (per R-11-005).
- Operations will standby for all first line breaks, and initial cuts on each line.
- The line must be properly rigged and secured on both sides of the line, to ensure the cut piece is not dropped, and no tension is created on the existing line.

4.2 Cut Tape Requirements

- Both Operations and Maintenance personnel will be involved in installing cut tape on both sides of the cut point (see example picture below).
- Cut tape can be installed in the planning stage (days to weeks) prior to the cut.
- On the day of the cut(s), during the JJSV: Operations Supervisor (Competent Person), Maintenance Supervisor (Authorized Person In Charge = APIC), Operator (Authorized Employee), and the Craft employee who will be conducting the cut shall walk the line to verify the exact cut point(s) are correct, and to initial the line and the cut tape with date and time.
- Once the pipe is cut and out of the rack, or disconnected and on the ground, additional cuts can be made on the same line without cut tape being required.



- Maintenance will identify the number of cuts being made, with the location of all cut points on the Part B of the permit (per R-11-005).
- Cut Tape can be found in the Safety/Tool Room

4.3 Line Cutting Checklist (Attachment 1)

- Required to be with Permit for all cutting of pipes while still connected or in a pipe rack.

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- This checklist shall be filled out during the Joint Job Site Visit (JJSV) and shall be kept with the permit documentation at the job site and retained when the cutting tasks are complete.

5.0 TRAINING

- This procedure will be included in TAR Site Specific Safety Plans and will be part of TAR Contractor onboarding training.
- Refresher training as needed.

6.0 REVIEW AND REVISION HISTORY


Revision #	Preparer	Date	Description
0	Mark Willand	1/16/2022	Reformatted and Numbered per Document Control Policy, R-63-001.
1	Jedd Larson	1/31/2022	Updated Line Cutting Checklist.

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7.0 ATTACHMENT 1 – LINE CUTTING CHECKLIST (R-11-036-F01)

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DATE: _____

Zone: _____ Permit # _____ Total number of cuts to be made: _____

Marathon Maintenance Coordinator: _____ Contact Ext.: _____

Marathon Operations Shift Supervisor: _____ Contact Ext.: _____

List all Blind Tag #'s associated for each cut: _____

- Line(s) isolated, purged, cleaned, and blinded in accordance with R-30-008? Yes ___ No ___
If NO = is Variance documentation attached? Yes ___
- Is the Craft employee who will be conducting the cut part of the JJSV? Yes
- Has maintenance witnessed a bleeder/verification check point (circle one)? Yes No
- Permit Type (circle one): Cold Work: Low Energy: High Energy Hot Work:
- Are all cut points marked with Cut Tape on both sides of the cut, and properly initialed (circle one)?
Yes No
- Is this the Initial Cut on the line (circle one): Yes No - If yes, an Operator must Standby for ALL initial cuts.
- Is the line properly secured/rigged on both sides of the cut? Yes

Operator (printed Name): _____

Operator Signature: _____ Date: _____

Ops. Shift Supervisor (printed Name): _____

Ops. Shift Supervisor Signature: _____ Date: _____

APIC Name (printed): _____

APIC Signature: _____ Date: _____

Employee's Name conducting the cut (printed): _____

Craft Signature: _____ Date: _____

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