

STANDARD OPERATING PROCEDURE

rev. 02/92

Invalidating a Reactor Unit Tag

CHECK	ACTION STEPS (All Caps)	COMMENTS (Below steps)
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THE PURPOSE OF THIS SOP IS TO CLARIFY THE SEQUENCE FOR AND CONSEQUENCES OF INVALIDATING THE UNIT TAG OF A REACTOR. THIS IS NECESSARY DURING REACTOR TOTAL OUTAGES TO WASH THE FEED PIPING AND IS SOMETIMES NECESSARY FOR OPERATIONS PERSONNEL TO OPERATE VALVES OR PERFORM OTHER OPERATIONS WITHIN THE SYSTEM THAT IS GOVERNED BY THE UNIT TAG PROCEDURES.

OPERATIONS PERSONNEL MAY NOT CHANGE CONDITIONS BY PURGING, FLUSHING, VALVING EQUIPMENT OR SIMILAR ACTIONS WHICH AFFECT THE "CLEARED AREA" ULESS THIS PROCEDURE IS APPLIED.

UNTAGGING SEQUENCE

- _____ 1. MAINTENANCE PERSONAL ARE TO REMOVE ALL PERSONAL TAGS FROM THE UNIT TAG RING.
- _____ 2. THE MAINTENANCE FOREMAN IS THEN TO REMOVE HIS BLUE TAG FROM THE UNIT TAG RING.
- _____ 3. THE LEAD OPERATOR OR OPERATIONS SUPERVISOR IS TO REMOVE THE UNIT TAG CHECKLIST, THE YELLOW UNIT TAG AND THE REACTOR NUMBER FROM THE UNIT TAG RING.

At this point the Unit Tag for the reactor is no longer valid and all yellow Unit Tags continue to be equivalent to the "owners" DO NOT OPERATE TAG (white tag).

Any maintenance work needing to be performed within what had been under the Unit Tag must now be done using the standard tagging procedures.

- _____ 4. THE MAINTENANCE FOREMAN IS TO REMOVE HIS BLUE TAGS FROM THE-VALVES NEEDING TO BE UNTAGGED TO ALLOW OPERATIONS TO BE PERFORMED.
- _____ 5. THE LEAD OPERATOR OR OPERATIONS SUPERVISOR HAS CONTROL OVER REMOVAL OF ANY YELLOW TAGS THAT NEED TO BE PULLED IN ORDER TO PERFORM CERTAIN ACTIVITIES AS LONG AS NO BLUE MAINTENANCE OR

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PERSONAL TAGS HAVE BEEN PLACED AT THOSE
CONTROL POINTS.

- _____ 6. ANY CONTROL POINTS THAT HAVE THE UNIT TAG
REMOVED SHOULD BE INDICATED ON THE UNIT TAG
CHECKLIST BY A CHECK IN THE "UNTAGGED"
CATEGORY.

RETAGGING FOR THE UNIT TAG

- _____ 1. IF THE UNIT TAG IS TO BE REESTABLISHED THE
THE UNIT TAG PROCEDURES MUST BE FOLLOWED. WHEN
YELLOW TAGS THAT HAVE BEEN REMOVED ARE
RETAGGED THIS SHOULD BE INDICATED ON THE UNIT
TAG CHECKLIST IN THE TAGGED COLUMN.
- _____ 2. AFTER THE EQUIPMENT IS PROPERLY UNIT TAGGED
FROM THE OPERATIONS AND MAINTENANCE FOREMAN
STANDPOINT THE UNIT TAG CHECKLIST SHOULD BE
SIGNED BY THE LEAD OPERATOR, UNIT SUPERVISOR
AND MAINTENANCE FOREMAN TO VALIDATE IT.

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