



PCBs Inventory in Power Installations in Twenty-two States of the Federation

Logistics for Field Mobilisation for the Inventory of PCBs and PCBs-containing Electrical Equipment in Twenty-two States

Highlights

- **Documentation**
- **Sampling Materials**
- **Personal Protective Equipment**
- **Transportation**
- **Personnel Welfare**
- **Personal Items**
- **Health and Safety of Workers**
- **Inventory Waste Management**
- **Spills Prevention**
- **Pocket Notes**

Documentation



- Inventory Mobilisation Charts (Plans of all sites to be visited in simple & serialised logical framework and time-flows)
- Register of Inventory Team members, contact details, roles and effective coordination mechanism
- Effective Communications and Consultations among Field Team members,
- Register of Team members' Bank Account details
- Electronic and hardcopies of PCBs Inventory Forms for facility information (advance copies to be forwarded to facilities through respective power sector representatives)

Documentation (Cont'd)

- At least one (1) laptop computer per group for inventory data processing, with:-
 - Valid antivirus & internet security subscription, to safeguard data integrity
 - Personal internet connectivity subscription
 - External hard-disks, at least 1000GB. If possible, open a dropbox for sharing and backing up pictures and other files, etc.
- Inventory Field Team Members' ID Cards (To be worn on the field)
- Cameras with Global Positioning System (GPS) function/Normal cameras and GPS reader. At least one (1) per group
- Mobile phones (with GPS app), with large internal/external memory cards and Bluetooth function. Power Bank and original phone chargers
- 13A Extension cords
- Stationery items (packs of fine pens, note jotters, staplers & pins, etc)

Sampling Materials



- Sample vials/bottles (sterilised)
- Sample crates and bags
- Sample Labels and equipment tags
- Chain of Custody Forms
- Field log books
- A set of wrenches for opening the sampling ports and drain bolts.
- Permanent pens, with 'fine nibs'

Sampling Materials (Cont'd)



- Threaded ring connections and adapters of different sizes for sampling ports (The power sector technicians may have this).
- Siphoning kits (squeeze bulbs and hoses) for top sampling (for example, in double-bung steel drums)
- Designation of Samples Collation Centres
- PCBs Screening Equipment (to be deployed by PMU, upon receipt from UNDP)

Personal Protective Equipment



- Chemical resistant (CR) gloves, CR footwears (made of polyvinyl chloride, nitrile etc), vapour masks, compatible CR coveralls with long sleeves, protective eye-wears (that provide front, brow and temple protection), CR headgears, hand gloves (made of butyl rubber, neoprene, nitrile rubber, polyvinyl alcohol, etc). Every member must be appropriately kitted, based on assigned roles.
 - Technicians assisting in sample collection to be provided appropriate PPE (for examples, N95 vapour masks, hand gloves, safety goggles for drawing samples from base-mounted transformers)
- Appropriate PPEs to work at heights (for power sector technicians, who will assist in collecting samples from pole-mounted transformers)

Transportation



- Coordinated haulage of field materials to States of Assignment, using appropriate vehicles. No co-stacking of sample crates with incompatible materials
- Solid arrangement with registered fleet owners for the provision of conducive field vehicles (with valid vehicle papers), for safe movement of personnel and materials (eg. Hummer Buses), to be manned by competent drivers with valid driving licences.

Personnel Welfare



- Dedicated Pay Master per group, in possession of members account details, who should be with the team
- Prompt processing and payment of Daily Subsistence Allowances (DSAs) and Hazard Allowances (HAs) to Field Team Members (determined, resolved and communicated). Weekly, by direct payment.
- Facilitation of transportation of Team members from their Stations to States of Assignment and back to Stations.
- Elimination of long bureaucratic processes in processing payment of Teams' DSAs & HAs
- Conducive and cost-effective hotel accommodation for team members (efforts should be made for team members to be lodged in same hotels for the purpose of effective coordination).

Personal Items



- Light, 'casual', smart and weather-conducive clothes for field work, face caps, sun-shades (on sunny days), umbrellas, etc (Note; when it rains, avoid access to power facilities);
- Personal contingency items (rechargeable torch, phone recharge cards, data subscription, power bank, etc);
- No 'heavy' perfumes or body spray, to avoid bee stings

Health and Safety of Workers

- Covid Safety Protocols (use of Infra Read Thermometers, nose masks, etc)
- Safety briefs by team leaders and power sector representatives
- Strict compliance with safety instructions
- Loose absorbents such textile off-cuts, cotton wool, paper towels or absorbents;
- Certified safety harnesses, ropes and triple carabiner (for technicians assisting in sample collection in pole-mounted electrical equipment).
 - If both mobile platforms and safety ladders are available, mobile platforms are preferred.
- Small cylinder of new/recently serviced-dry-powder fire extinguishers.
- First-Aid kits (provided), portable eye wash bottles, copy of First Aid procedures (refer to the presentation on *Inventory of PCBs and PCB-containing equipment in Nigeria*)
- Routine wash-up kits, equipped with waterless hand cleaners, oil dissolving liquid detergents, single use paper towels, etc.



Inventory Waste Management



- Empty, clean white or transparent containers for collecting triple rinsates from sampling of dielectric oil.
- Hazardous waste bags for spent absorbents, contaminated disposable protective kits, etc.
- Bags and oil containers to be properly labelled and recorded, detailing types and sources.

Spills Prevention



- Drip trays (eg. plastic bowl/large plastic-lined pan) to be placed under all drain valves, before, during sampling and until drain valves are closed.
- Polyethylene Sheets
- Guideline for power sector technicians, assisting with sampling

Pocket Notes



- Copies of the Presentation titled: 'Memory Aid'
- Copies of 'PCBs Inventory Field Team Composition'
- Extract of Safety hazards mitigation in the presentation titled: *Inventory of PCBs and PCB-containing equipment in Nigeria*
- Copies of this document.

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