

STANDARD OPERATING PROCEDURE

Pipeline

SOP No: 014-PL

SOP Title: Lowering of Pipe

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SOP Title Lowering of Pipe (Pipeline)

	NAME	TITLE	SIGNATURE	DATE
Author	Safety Team	Safety Department		
Reviewer	Upper Management	Safety Committee		
Authorizer				

SOP no.	Effective Date	Significant Changes	Revision #	Revision Date
014			0	

1. PURPOSE

- This procedure is a guideline on the proper way on lowering pipe into trench. Employees at BBGCI will use this as a guide to help them perform their duty in a safe and productive manner.
- BBGCI will be in compliance with all government regulations as well as the regulations set forth by our clients.

2. INTRODUCTION

- BBGCI understands that all jobs are different. This SOP is set in place as a guideline to help employees understand the proper procedure to follow when lowering pipe into a trench.

3. SCOPE

- This procedure has been set in place for BBGCI equipment operators, spotters, and supporting employees who will be assisting in the lowering pipe into a trench.

4. DEFINITIONS

- Buffer Zone- The area where operation occurs, that is deemed not safe for unauthorized personnel or equipment.
- Line of Fire- The path of a moving object that can potentially injure or the potential path of an object that may move.
- Pipe- The continuous section of steel or poly pipe.
- Cradle- a lifting device with rollers designed to lift pipe and safely relocated in the trench without damaging the pipe.
- Pipe Lowering Supervisor (LPS)- A competent person designated by BBGCI who will be in charge of directing all operations.

5. RESPONSIBILITIES

Qualified Spotter

1. Participate in tailgate meeting and JSEA.
2. Understand the scope of work and the hazards involved in his/her specific job duty.
3. Maintain good communication and eye contact with operator and support personnel throughout the job.
4. Maintain good communication with the Pipe Lowering Supervisor at all times.
5. Ensure that the buffer zone is free of any unauthorized equipment or personnel at all times.
6. Maintain a safe working distance away from any mobile equipment while work is in progress.
7. Be aware of traffic throughout the right-of-way, and make sure the equipment/truck driver knows when equipment or a vehicle is approaching.

Qualified Equipment Operator

(Equipment includes: Excavators or Side Booms)

1. Participate in tailgate meeting and JSEA.
2. Complete equipment inspection.
3. Understand the scope of work prior to beginning work.
4. Establish good communication with the spotter and LPS prior to beginning work.
5. Commence work and maintain safe operations.

Pipe Lowering Supervisor

1. Participate in a tailgate meeting and JSEA.
2. Understand the scope of work and the hazards involved in his/her specific job duty.
3. Maintain good communication and eye contact with operator, spotters and support personnel throughout the job.
4. Is fully responsible of directing the operation.
5. Maintain a safe working distance from any mobile equipment while work is in progress.

6. SPECIFIC PROCEDURE

Lowering of Pipe

(Personnel Involved: Three Equipment Operators, Spotters, and Pipe Lowering Supervisor)

1. Before work can commence, properly complete all JSEA's, work permits, safety tailgate meetings, and equipment inspections.
2. Equipment inspections will be completed by a qualified operator.
3. Establish the scope of work, and ensure everyone knows their specific job duty.
4. Spotter will maintain a safe buffer zone and inform the operator that it is safe for work to commence.
5. PLS will begin to coordinate the first Equipment Operators into position toward the pipe. The Equipment Operator will lift the pipe using the cradle and begin tracking forward into position.
6. PLS will begin to coordinate the second Equipment Operators into position toward the pipe. The Equipment Operator will lift the pipe using the cradle and begin tracking forward into position
7. PLS will begin to coordinate the third Equipment Operators into position toward the pipe. The Equipment Operator will lift the pipe using the cradle and begin tracking forward into position.
8. PLS will then coordinate the operators to position pipe over the trench.

9. PLS will coordinate the Equipment Operators to track forward, lowering the pipe into the trench.
10. Once pipe is lowered into the trench, the operators will begin rolling the cradle off of the pipe.

7. JOB RELATED HAZARDS

Slips, Trips and Falls while:

- While inspecting equipment
- Climbing on and off equipment.
- Walking near open holes/trenches
- Walking on uneven surfaces or rocks.

Pinch Points and Line of Fire while:

- Moving equipment
- Walking in unauthorized work areas/ buffer zone
- Walking near overhead loads

8. REQUIRED PPE

- Hard Hat
- Safety Glasses
- Steel Toe Boots
- Gloves (Supporting Personnel)
- Fire Resistant Clothing (FRC's)
- Personal Gas Monitors (Site Specific)

NOTE: If client requires, spotter will be equipped with high visibility vest while performing their duties

9. FORMS/TEMPLATES TO BE USED

- JSEA
- Work Permits (If required)
- Equipment Inspection Forms

10. INTERNAL AND EXTERNAL REFERENCES

10.1 Internal References

10.2 External References

11. CHANGE HISTORY

