

# SAFE JOB PROCEDURE

**Job Description:** Setting up a Tar Supply Line

**Hazards Present:** Burns, Fire Hazard, Tar Spills, Sprains, Strains, Bump Hazard

**PPE Required:** Safety Glasses, Face Shield, Hard Hat, Work Gloves, Fire Extinguishers, Fall Protection

**Note:** Operators of equipment must be trained and deemed competent, must demonstrate operational competency and/or have received approval from their immediate supervisor. Operators must wear the proper PPE as required and be familiar with the location of the use of a fire extinguisher.

## SAFE JOB PROCEDURE

### 1. Conduct a pre-starting inspection of equipment and work area;

- ✓ Make sure work area on ground is free from debris, clutter, and flammables
- ✓ Make sure area on roof is free of debris and clutter, fall protection must be worn and safety railings must be in place.
- ✓ Ensure that all equipment being used to erect the tar supply pipe has been inspected and is in good working condition, if using hoists make sure they have been set up following safe job procedures.
- ✓ Make sure the tar pipes, couplers and unions are in good condition and the pipes are not plugged.

### 2. Determine the length of pipe required to supply tar to roof level;

- ✓ Use a tape measure or a length of rope to measure the length of pipe required.
- ✓ Measure from the kettle output to the required height on the roof, make sure the kettle has been set up using safe job procedures.

### 3. Assemble the required lengths of pipe;

- ✓ Choose an area on the ground that is flat and level so that the pipes will assemble without cross threading.
- ✓ Use a tiger torch to heat couplings and unions so that pipes will thread sufficiently, observe safe work procedure for operating a propane torch.
- ✓ Make sure that the pipes are chained or wired at the couplings.

### 4. Raise the pipe into position;

- ✓ Depending on the length of pipe, a rope, hand hoist, or power hoist may be used to lift the pipe into position.
- ✓ Have personnel on the ground guide the pipe while it is being raised to keep it away from the wall of the building.
- ✓ When the pipe is at a sufficient height, guide the pipe into the union at the kettle output
- ✓ Tighten the union sufficiently to avoid leaks.

### 5. Secure pipe at roof level;

- ✓ Depending on the building or parapet detail, the foreman of the crew will choose an appropriate method to secure the pipe in place (wire, clamp, etc.)
- ✓ Ensure that there are guardrails on either side of the pipe.

### 6. Conduct a post operational inspection;

- ✓ If any wear or damage is noticed on the pipes, notify the immediate supervisor so that the problem can be corrected prior to the pipes being used again.