

LEAD ASSEMBLY & WEEKLY INSPECTION PROCEDURE

Cajun Deep Foundations (CDF) has developed this procedure to insure that pinned and bolted leads will be assembled and maintained properly while in Cajun's care, custody and control. Every (CDF) superintendent will receive a copy of this procedure in order to meet the company's compliance expectations. The superintendents will be responsible for training their crew members on this procedure.

A. ASSEMBLY OF LEADS

- Prior to assembly, leads will be inspected. (Inspection criteria will be the same as discussed in part B (the inspection portion) of this procedure)
- Only domestic A490 manufactured bolts will be used in bolted leads.
- Only pins purchased from the lead manufacturer or fabricated to manufacturer's specifications will be used in pinned leads.
- Only specified domestic flat washers, lock washers, and nylon inserted lock nuts will be used to match the A490 bolts.
- For leads, the assembly procedure is as follows:
 - The bolts are to be placed in the leads with a flat washer beneath the head of the bolt.
 - The bolt is to be placed in the leads with the bolt head towards the top of the leads. (This will prevent the bolt from falling out in case the nut becomes loose)
 - The bolt and lock washer will be lubricated with anti-sieze.
 - The nut, not the bolt, will be torqued to 840 ft-lbs. This is accomplished by rotating the nut with the torque wrench. Do not attempt to torque from the bolt side, this will produce false torque readings. (Note: each superintendent will have their own torque wrench)
 - After the first five days of usage, the torque of the nuts will be verified. (This is done to allow for the seating of the assembled leads)
 - If the bolts are removed for any reason, new bolts, washers and nuts must be used in their place. Used bolts, washers, and nuts should be disposed of properly.
 - Pinned leads and pins will be inspected prior to assembly

B. WEEKLY INSPECTIONS ON BOLTED AND PINNED LEADS

- Once bolted leads are on the work site and in usage, they will be lowered to the ground once a week and put through a documented inspection to verify their integrity, by use of the lead inspection matrix.
- The inspection will consist of a visual inspection of the leads. Special attention will be given to the swivel connecting point, areas of stress around the bolting points, and all welds.
- The inspections will be focused on any paint chipping or paint cracking signifying fatigue.
- The bolts will be torque verified
- The pins will be checked for damaged or missing cotter keys, which will be replaced as necessary.
- Cotter keys will be appropriately sized to match the hole in the pin being used.
- Auger cast leads (while in use on a work site) will be inspected prior to use and lowered at a minimum once every other week. However, they will be inspected once a week visually while in the raised position by a qualified crew member using binoculars. (All inspections will be documented by way of lead inspection matrix)
- During routine inspections of pinned leads: bent, cracked, or distorted pins will be replaced with new ones.
- If any damages are found the general superintendent will be notified immediately to determine removal from service until problem has been corrected, tested, and documented safe to resume operation.