



SOP Category:

Deep Foundations

Document #:

SOP003DF

Category the document will be located on the Intranet under Best Practices

BP + Sequential Number = Category

Document Title:

Hole Cover Requirements

Owner:

Chris Normand

Effective Date:

11-12-2024

Revision #:

BUL of Originating Business Unit

Business Unit Designation:

BU 01 - Infrastructure

BU 02 - BR Civil

BU 04 - Houston Civil

BU 15 - Deep Foundations

BU 23 - Marine

BU 29 - BR Mechanical

BU 30 - Houston Mechanical

Pipe Fab Facility

Form Fab Facility

Westport Operations

Cajun Office Facilities

A check next to a Business Unit indicates this best practice is required by that business unit and therefore is a mandatory Standard Operating Procedure (SOP) for that business unit.

PURPOSE

The purpose of this best practice is to establish hole cover requirements for Cajun Deep Foundations (CDF). By adhering to OSHA standards and industry best practices, CDF aims to ensure the safety of workers and prevent potential accidents related to open holes on our project sites.

PROCESS

1. Hole Covering Plan: During the preconstruction phase, site management shall develop a hole cover plan that outlines hole cover selection, installation, and maintenance. The plan should be tailored to specific project requirements and hole types. This plan should include considerations for hole depth, location, and the proximity of workers or equipment. This plan must be approved by the Senior Construction Manager and the Manager of Safety.

2. OSHA Compliance: Ensure that all hole covers meet the standards set forth by the Occupational Safety and Health Administration (OSHA) –

[1926.501\(b\)\(4\)\(ii\)](#)- *Each employee on a walking/working surface shall be protected from tripping in or stepping into or through holes by covers.*

[1926.502\(i\)\(2\)](#)

*All other covers shall be capable of supporting, without failure, **at least twice the weight** of employees, equipment, and materials that may be imposed on the cover at any one time.*

[1926.502\(i\)\(3\)](#)

All covers shall be secured when installed to prevent accidental displacement by the wind, equipment, or employees.

[1926.502\(i\)\(4\)](#)

All covers shall be color coded, or they shall be marked with the word "HOLE" or "COVER" to provide warning of the hazard.

3. Installation Procedures: Review with all personnel the proper hole cover installation procedure, emphasizing the importance of secure and stable placement. Implement guidelines for checking and maintaining covers throughout the duration of the project.

PAYOFF

By implementing this best practice for hole cover requirements, CDF can achieve the following benefits:

- 1. Worker Safety:** Reduced risk of falls and accidents due to uncovered holes, leading to a safer work environment and improved worker well-being.
- 2. Regulatory Compliance:** Full adherence to OSHA standards and regulations, mitigating the risk of citations and penalties.
- 3. Accident Prevention:** Minimized potential for on-site accidents related to uncovered holes, preventing project delays and disruptions.
- 4. Efficient Operations:** Improved project efficiency and productivity as workers can confidently work around covered holes without unnecessary interruptions or safety concerns.
- 5. Positive Reputation:** Demonstrated commitment to safety and adherence to best practices can enhance CDF's reputation as a reliable and responsible construction company, leading to increased client trust and potential business opportunities.



Example 1: Labeled Hole Cover
48"x48" 3/4" plywood secured with 12"
anchor spikes and washers.



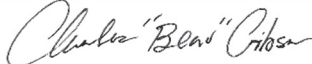


Example 2: Labeled Hole Cover
48"x48" 3/4" plywood with 2x4 secured
across the top and held in place by two 2x4 stakes.

Crew Review:

Superintendent: Instruct the crew to use their phones to scan one of the QR codes below, which will direct them to a short review session. After personnel enter their information and submit it, training records will be generated and automatically saved for future reference. Utilize this time for open engagement with the crew. Each review will have different questions, which can be answered either as a team or individually.



Approvals		
<u>Title</u>	<u>Signature</u>	<u>Date</u>
BU 15 Vice President		11-12-24
BU 15 Senior Construction Manager		11-12-24
BU15 Manager of Safety		11-12-24

Revision History				
<u>Rev #</u>	<u>Date</u>	<u>Reason for Changes</u>	<u>Originator</u>	<u>Effective Date</u>
1	06-26-2024	Update to new format/ add QR training codes	Lance Bradley	11-12-24

Note: SOP Requirement

Work must be performed in accordance with the information in this SOP. If it is determined, that work cannot be done as required in the document or that it presents additional risk, you must obtain authorization for variance from the Business Unit Sr. Construction Manager and Business Unit Manager of Safety.