**INFO 007A Typical Safe Work Procedures for entering a sewer example**

## In Depot

* 1. Receive task and location from supervisor
	2. Check plans and records where available
	3. Check for known engineering defects and local hazards in sewer
	4. Ask for information about local weather conditions
	5. Brief other members of gang
	6. Check safety and working equipment for serviceability and quantity
	7. Load and secure van
	8. Prove vehicle radio if fitted

## On site

* 1. Inform control (by radio if fitted or by mobile telephone.
	2. No naked flames or smoking on sit.
	3. Secure site by use of barriers and road signs to the standards of Chapter 8 of Traffic Signals manual
	4. Lift as many manhole covers as are necessary to carry out work and erect safety barriers
	5. Ventilate sewer
	6. Check for unusual smells
	7. Visually check condition of ladders, step irons, platforms or landings
	8. If possible, check depth and velocity of flow
	9. Test the atmosphere of all entry and exit points
	10. If atmosphere test is positive continue ventilation for a time and re-test atmosphere. If again positive contact control for advice
	11. Set out and prepare rescue equipment (BA, rescue lines, winch, resuscitator)
	12. Check gang members personal safety equipment
	13. Hygiene check.

## Entry into sewer

* 1. Brief as many top, intermediate and bottom men as may be necessary
	2. First man to descent on safety line
	3. If first man down discovers and defect on descent they must inform the top man
	4. On arriving at landing or benching, stand clear of ladder and call next man down
	5. Only one person on a ladder or step irons at a time
	6. Fix safety chains and/or barriers

## In sewer

* 1. Inform top man when working party are ready to move off
	2. Members of working party to keep together
	3. Atmosphere monitors to be checked at regular intervals
	4. Walk slowly and carefully taking care not to disturb any sludge which may be present
	5. Before answering any call from top man, check each gang member and atmosphere monitors
	6. On arrival at benching of exit manhole inform top man

## In sewer emergency procedures

* 1. If atmosphere monitors reach positive (don BA) evacuate sewer
	2. If depth of velocity of flow increases evacuate sewer immediately
	3. If top man calls for sewer gang to leave sewer, immediately evacuate sewer
	4. Do not try to recover working equipment during an emergency evacuation

## Accident procedures

* 1. If a man collapses in sewer because of gas or oxygen deficiency don escape BA and evacuate sewer immediately
	2. Do not attempt to recover collapsed man unless rescue BA is available
	3. Top man should inform emergency services and control immediately with details of accident
	4. If fire brigade services are used to recover injured man, top man will give details of sewer layout, position of injured man and offer use of specialised equipment if required

## Exit from sewer

* 1. Members of sewer gang not required for recovery of working equipment should leave sewer. Fix safety chains or barriers.
	2. Ascend ladder of step iron on at a time (using life line if necessary)
	3. Top man calls out each man when exit is clear
	4. Do not stand under ladder or step irons whilst any man is ascending
	5. When all working party, bottom men and any intermediate men are withdrawn conduct a head count
	6. Check all safety and working equipment for quantity and serviceability
	7. Inform control
	8. Replace all manhole covers and secure
	9. Remove all barriers and road signs
	10. Load and secure vehicle
	11. Carry out personal hygiene procedures

## Back at depot

* 1. Report to supervisor any abnormal occurrences, engineering defects, personal injury and defects in safety equipment
	2. Carry out hygiene procedures; personal, safety equipment and vehicle