

1. Objective and Scope

To describe how to correctly install Saferoads Snaploc Guidepost

2. Safety: Working on or beside a roadway is inherently dangerous.

3. Personal protective equipment (PPE)

The following is mandatory PPE.



Safety Boots (steel capped) with rubber soles.



Eye protection is compulsory



Hearing protection is compulsory



Hi-Viz must be worn when installing product



Gloves must be worn when installing product



Hi-Viz Protective Clothing is to be worn

4. Equipment Required

- a) Portable Jack Hammer; and
- b) Snaploc Installation Tool.

5. Qualifications and Competencies



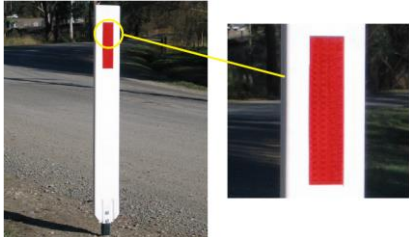
- a) Safe use of hand tools;
- b) Manual handling; and Road traffic management.

6. Documentation and Setup

- a) Ensure that the selected installer provides a copy of Public Liability Insurance, WorkCover, SWMS and plant service records. (No documentation - no job);
- b) Contact Dial before you Dig; recommended.
- c) Ensure you are at the correct location and set up traffic control is to Australian Standards, or as advised and required by the client.



7. Installation

Step 1 – Orientation of socket	Step 2 – Install socket	Step 3 – Delineator Orientation
		
<p>The steel ground socket has a yellow paint mark on one side (or label). Ensure that painted side is placed in the direction of oncoming traffic.</p>	<p>Using the Jackhammer and tool or the Manual driver, drive socket into ground until completely submerged, with top of socket at ground level.</p>	<p>Ensure that you have post delineator facing the correct direction to the oncoming traffic;</p>

Step 4 – Lubricant	Step 5 – Install socket	Step 6 – Post installation
		
<p>Spray with a little RP7 type lubricant to allow it to easily slip into the ground socket;</p>	<p>Ensure that the post has locking lug facing the edge of the road.</p>	<p>Insert the post and press down till it reaches the level lugs</p>
Step 7 – Finish	Step 8 – Final checks and housekeeping	
	<p>Clean Worksite</p> <ul style="list-style-type: none"> • Sweep any excess dirt or debris from the site and collect any left-over parts • Housekeeping practices adhered to and worksite is left clean and safe; and • Items have been fitted correctly and safely. • Workmanship is to specification; • Materials quality is acceptable; • Unused materials are removed; and • Quality checks performed. • Surrounds are restored to prior condition; and • No spillage and/or damage to any soil, habitat, atmosphere or drainage. 	
<p>The final step in the installation process is to bend the post both forward and backwards to the ground to pretension the hinge.</p> <p>Installation complete.</p>		

SOP REVISION UPDATES

SOP Amendment Level		
Rev #	Date	Comment
2	22/11/2023	a. PPE Icons updated – No Revision change
2	10/05/2022	a. Review by Manager – Supply, Safety and Systems – No Revision change (format only)
2	26/10/2020	b. New Format