

# Safe Work Practices for Contractors Working at Retail Petroleum/ Convenience Facilities

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## **Introduction**

The purpose of this document is to provide the user with a general awareness of safety issues associated with maintenance and construction work at retail petroleum/convenience facilities. There is an Annex at the end of this document that provides example forms.

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# Safe Work Practices for Contractors Working at Retail Petroleum/Convenience Facilities

## 1 Scope

### 1.1 General

This Recommended Practice (RP) highlights some of the federal Occupational Safety and Health Administration (OSHA) requirements that may apply to maintenance and construction work in the retail petroleum/convenience business, but there is much more in the regulations than can be covered here. It is the sole responsibility of the contractor or employee performing the work to abide by any and all additional Federal, State, or local laws and regulations, as well as any manufacturer's requirements that apply to the specific work being done. It is also the responsibility of contractors to ensure that subcontractors abide by all applicable safety requirements. Construction activities are covered by OSHA 29 CFR 1926 regulations while most maintenance and other operations are covered by OSHA 29 CFR 1910 (General Industry) regulations.

### 1.2 Applicability

This RP provides recommended minimum safety procedures applicable to working at a retail petroleum/convenience facility. In addition, this RP details how to develop a task specific Job Safety Analysis that should be completed before any work may begin.

## 2 Normative References

The following referenced documents are indispensable for the application of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

ANSI 4950 <sup>1</sup>, *Standard for Welding Pads, Welding Enclosures and Welding Curtains for Hot Work Operations*

ANSI Z87.1, *American National Standard for Occupational and Educational Personal Eye and Face Protection Devices*

ANSI Z89.1, *American National Standard for Industrial Head Protection*

ASTM F2413 <sup>2</sup>, *Standard Specification for Performance Requirements for Protective (Safety) Toe Cap Footwear*

NFPA 51B <sup>3</sup>, *Standard for Fire Prevention During Welding, Cutting, and Other Hot Work*

OSHA 29 CFR <sup>4</sup>, Parts

1910, *Occupational Safety and Health Standards by OSHA*

1926, *Safety and Health Regulations for Construction*

1926.450, *Scaffolds*

1926.453, *Aerial Lifts*

<sup>1</sup> American National Standards Institute, 25 West 43rd Street, 4th Floor, New York, New York 10036, [www.ansi.org](http://www.ansi.org).

<sup>2</sup> ASTM International, 100 Barr Harbor Drive, West Conshohocken, Pennsylvania 19428, [www.astm.org](http://www.astm.org).

<sup>3</sup> National Fire Protection Association, 1 Batterymarch Park, Quincy, Massachusetts, 02169-7471, [www.nfpa.org](http://www.nfpa.org).

<sup>4</sup> The Code of Federal Regulations is available from the U.S. Government Printing Office, Washington, DC 20402, [www.gpo.gov](http://www.gpo.gov).

1926.502(a), *Fall Protection Systems Criteria and Practices, General*

1926.502(c), *Fall Protection Systems Criteria and Practices, Safety Net Systems*

1926.652, *Excavations, Requirements for Protective Systems*

### 3 Terms and Definitions

Definitions in this section reflect the common usage among Contractors working at retail petroleum/convenience facilities. For the purposes of this document, the following definitions apply.

#### 3.1

##### **ANSI hand signals**

The American National Standards Institute (ANSI) standard hand signals that are used for communicating with a crane operator. The person using the hand signals must be fully competent, qualified and experienced in the signals and with crane and lifting operations.

#### 3.2

##### **ASTM International**

Formerly ASTM (American Society for Testing and Materials). The organization that establishes testing standard methods to help comply with OSHA safety requirements. ASTM F2413 refers to Standard Specification for Performance Requirements for Protective Footwear.

#### 3.3

##### **biohazard**

The biological substances that can pose a threat to humans. Examples include plants, insects, bacteria, and viruses.

#### 3.4

##### **bump test**

A qualitative function check of a LEL meter in which a known challenge gas is passed over the sensors at a concentration and exposure time sufficient to activate all alarm settings. This test verifies the performance of the LEL meter and ensures the sensors are responding to their target gases.

#### 3.5

##### **Code of Federal Regulations**

*CFR*

The laws/rules published in the Federal Register by the departments and agencies of the Federal Government.

#### 3.6

##### **competent person**

One who is capable of identifying existing and predictable hazards in the surroundings or working conditions which are unsanitary, hazardous, or dangerous to employees, and who has authorization to take prompt corrective measures to eliminate them (29 *CFR* 1926.32(f)). By way of training and/or experience, a competent person is knowledgeable of applicable standards, is capable of identifying workplace hazards relating to the specific operation, and has the authority to correct them. Some standards add additional specific requirements which shall also be met by the competent person.

#### 3.7

##### **confined space**

A space that is large enough for a person to enter, has limited or restricted means for entry/exit, and is not designed for continuous occupancy. A confined space with certain types of life-threatening hazards is required to be classified as a permit-required confined space (PRCS).