

Drilling- Emptying Core Tube (Inner Tube)

Facility:	Written By:	Approved By:	Date Created:	Date of Last Revision

Hazards Present:	PPE or Devices Required:	Additional Training Required:
Pinch Points	Hand Protection (Ideally Kevlar)	Common Core
Lacerations	Steel Toed Boots	First Aid with CPR
Noise Hazard	Hard Hat	
Amputation	Hearing Protection	
	Eye Protection	

Safe Work Procedure:

NOTE: "Top" refers to the side of the core tube containing core closest to the top of the hole. "Bottom" refers to the side of the core tube contacting core from the bottom of the hole (the end with the spring)

- 1) Prepare a core box ready to fill with core, place core box on table or deck depending on reference.
- 2) Keeping the top of the core tube on the deck drag and raise the bottom of the core tube up onto the leverage bar of the drill check or other leverage bar made at drill site
- 3) The core tube should not be resting at approximately a 50 degree to 70 degree angle
- 4) Lift the top of the core tube off the decking slowly to check that core is free from blocks and possibly the spring
- 5) If there is core pull the core tube up to a balance point and rest the top of the core tube on the core table
- 6) On hand and harm will generally be used to hold the core tube and the core inside, while the other will be used to place the core into the core box.
- 7) Place the core into the box piece by piece starting from the last marker block or last piece of core, do not turn the core from its original ordination always fill the box left to right.
- 8) While placing core always take note of the last piece placed, the shape of this piece will give you a good indication of the shape of the next piece. If a sharp piece of core comes out the next piece will match the break in the previous core. Never place your hand below the open fore tube while attempting to free blocked core, this will almost definitely result in lacerations or amputation.
- 9) Core blocks, the practical method is to free blocked tubes is with vibration. Create vibration through the tube by using a rubber mallet up and down the tube to free core. A drop plate can also be used in the right circumstance to free blocked core.
 - a. **WARNING:** when using the hammer method, never switch to a steel hammer to hammer directly on the core tube. And when using the drop method always ensure that the thread protector is secured correctly to prevent damage of threads while dropping the tube. Never look up the core tube to look for core, look down through the spring end to inspect if core tube is empty
- 10) Once tube is empty inspect the lifter case, and core spring, reassemble tube, inspect the head assemble, grease and pop the locking indicator to have tube ready for next drilling run.

If an emergency situation occurs while conducting this task, or there is an equipment malfunction, engage the emergency stop and follow the lock out procedure
REPORT ANY HAZARDOUS SITUATIONS TO YOUR SUPERVISOR

Guidance Documents/Standards:	This Safe Work Procedure will be reviewed any time the task, equipment or materials change and at a minimum of every three years
MB Workplace Safety & Health Act & Regulations: Part 2.1 General Duties Part 5 First Aid Part 6 Personal Protective Equipment Part 12 Hearing Conservation	
	Reviewed By WSH Committee: Date: