





SAFE SYSTEM OF WORK

Task/Activity	Lifting Operations			Document Ref	SSW014	
Site/Location	All Sites			Issue	1	
Developed By	K Moss			Date	09/2021	
Permit to Work Required?	YES	<input type="checkbox"/>	NO	X	RA Ref No	TBC

Identified HAZARDS from Risk Assessment

							
Danger Overhead hazard	CRUSH ZONE						
Overhead Hazards	Crushes	Cuts/Abrasions	Manual handling				

Training Required

Operator training	Slinger Training	Manual Handling		
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Persons at Risk

Operators	Employees working within close vicinity				
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PPE Requirements

		 High visibility clothing must be worn in this area					
Safety Boots	Safety Glasses	Hi Vis	Gloves	Helmet			

CHS016 - S.T.O.P for Safety Policy is always applicable

Current Control Measures. Identified in Risk Assessment

Only Trained /Authorised Personnel to Operate Equipment.
Ensure all PPE is worn, i.e. safety footwear, glasses, helmet, Hi Vis

1. Check and inspect Lifting equipment and accessories ensuring they are in date and serviceable.
2. For Crane lifts ensure Lift is planned and supervised by trained and competent person.
3. Competent Banksmen/ Slingers.
4. Ensure weight can be lifted safely.
5. Ensure a clear working area. Cordon off area or access points.
6. Firm level ground.
7. Beware of any overhead obstructions.

If any fault found DO NOT USE Equipment and report to your Supervisor.

Procedure

1. For routine lifting operations the appointed person for the lifting operation must be a qualified lifter/slinger or FLT driver who will be required to follow the lifting plan outlined in this procedure. Ensure you are holding a current qualification.
2. For a complex lifting operation, the appointed person must be fully trained with adequate practical, theoretical knowledge and experience who will be required to complete the written risk assessment and lifting plan outlined in this procedure. Ensure you hold this additional qualification (appointed person).
3. Check the crane is operated by a demonstrably trained authorised and competent person (licensed) who has been suitably inducted.
4. Check the crane carries a current certificate of thorough examination and test as should any lifting equipment to be used i.e. chains etc. The cranes weekly report record should be completed and up to date. Ensure the crane is large enough to pick up the weight safely.
5. Do not operate a crane with known defects. Ensure all warning / alarm systems are correctly functioning before lifting.
6. Check all lifting equipment for defects* before use and ensure it is marked with its safe working load. Any defective lifting gear must be immediately taken out of use and must not be re-used until repaired and re-tested and a valid certificate issued. Ensure the chains are correctly rated for the weight to be lifted.
7. Inform the crane driver who will direct him (the slinger or appointed person) except for the emergency stop signal which may be given by anybody. Ensure the slinger is wearing distinctive high viz so that he can be readily identified.
8. Ensure the crane is positioned on stable ground, avoiding manholes, services, trenches etc and utilises fully extended outriggers supported on railway sleepers or steel plates.
9. Cordon off the lifting area whenever possible and restrict access to persons involved in the lifting operation only. Safe positioning of all personnel should be maintained throughout the lifting operation.
10. Where appropriate ensure the load is prevented from swinging by the use of guy ropes, however lifting operations should never be carried out in high winds.
11. Ensure the crane is NOT operated within 600mm of a fixed structure and never within jib length plus 9 metres of overhead power cables (15 metres for HV). Always ensure there is sufficient visibility in which to undertake the lifting operation safely.
12. DO NOT lift over people or occupied buildings.
13. DO NOT shorten slings/chains, unless you have been trained to do so.
14. Ensure you know (reasonably accurately) the weight to be lifted. The warning systems of the crane are not to be relied upon. An assessment of the weight should be gained from a competent person if there are no other means available to gain a realistic weight.
15. Ensure safe access and egress from item being lifted.
16. Comply with the following lifting plan for routine operations

- a) Assess the load weight
- b) Choose the correct sling / chain
- c) Check the swept path for obstructions
- d) Assess the ground for stability
- e) Check for proximity of overhead power lines / obstacles
- f) Prepare a suitable place to set down
- g) Sling the load appropriately
- h) Make a trial lift if necessary (to determine load stability)
- i) Lift / sling the load ensuring no personnel or traffic are in the vicinity.
- j) Set down and release the slings.
- k) Tidy up.

First Aid Precautions	First Aiders
	Site Board

Additional Information
N/A