

- 13 Persons are permitted to walk onto stationary platforms at the landings but must not travel on the platform with or without goods. Signs should be placed in prominent positions.
- 14 Keep the floor of the platform and the loading ramps clear of debris and loose materials at all times.
- 15 Before leaving the goods hoist unattended lower the platform to the bottom, close all landing gates and isolate the power.
- 16 **DO NOT** operate the hoist if wind speed exceeds the maximum specified by the manufacturer.
- 17 **DO NOT** attempt repairs. Report to the appointed person.

ROUTINE OPERATIONAL CHECKS

- 18 **At the start of each shift the following safety checks should be carried out on the hoist:**
- All operational and emergency controls (with the exception of the overspeed safety brake) must be checked for correct operation.
 - Run the empty platform through its operational cycle to check the correct operation of the upper and lower limit switches.
 - **CHECK** to ensure that the motor brake is operating normally.
 - **CHECK** for the correct operation of all flaps, gates and interlocks at the landings.
 - **CHECK** for the correct operation of the base enclosure's landing gates and interlocks (where fitted).
 - **CHECK** that all guards and fasteners are in place and secure.
 - **CHECK** that the mast ties are secure (with no undue movement).
 - **CHECK** for unusual noises from the platform motors, gear boxes etc.
 - If the hoist is a rope hoist, visually **CHECK** the rope and its terminations for damage.

ELECTRICAL HOISTS

19 The electrical supply will be at 110 volts, 230 volts or 415 volts (3 phase). The equipment should be checked every shift with 230 and 415 volt hoists and every week with 110 volt hoists using the following guide:

- **CHECK** that the power cable is positioned where it is least likely to be damaged.
- **CHECK** that bare wires are not visible
- Make sure that cables are not damaged
- **CHECK** that the plug is in good condition, the casing is free from cracks, the pins are not bent or the socket is not blocked with debris or dirt
- **ENSURE** that there are no taped or other non-standard joints in the cable
- **CHECK** that the cable covering has not been pulled out of the grips at the plug or equipment. (The coloured insulation of the internal wires should not be visible)
- **CHECK** the outer casing of the equipment for damage and **CHECK** for loose or missing parts or screws
- Make sure that there are no overheating or burn marks on the plug, cable and equipment
- **CHECK** the operation of the RCD power breaker by operating the test button.

20 Report any defects to the appointed person immediately, stop all operations and isolate the power.

DIESEL POWERED ROPE OPERATED HOIST

21 **CHECK** that guards on the engine are secure. **NEVER** operate the equipment with missing or defective guards.

22 Before starting an engine the operator should familiarise himself on how to stop it.

23 **DO NOT** smoke when refuelling. **NEVER** refuel with the engine running.

24 Replace the fuel caps securely on the engine and fuel container. Wipe up any spillage immediately.

25 Fuel containers should be in good condition and leak proof.

26 **CHECK** that there is no combustible material lying on or against the exhaust system. The exhaust pipe and silencer get very hot.

27 In the event of a leak of fuel or oil developing, switch the engine off immediately.

28 If warning lights show or gauges register outside normal limits, switch off the engine.

29 Report any defects to the appointed person immediately, stop all operations and stop the engine.



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