

- 14 Use a pulley block if the rope needs to pull around a corner or an obstruction.
- 15 Keep clear when starting to lift a load in case it suddenly shifts in the sling or swings towards you.
- 16 Raise the load just clear; halt the lift for a short period to ensure the integrity of the brake, sustaining mechanism before completing the lift.
- 17 **CHECK** the chain/wire rope is hanging freely and is not twisted or knotted.
- 18 **ALWAYS** ensure the slings are secure and the load is free to be lifted.
- 19 **ALWAYS** position the hook over the centre of gravity of the load.
- 20 **ENSURE** that the travel paths are clear and that you have a clear view at all times.
- 21 **DO NOT** attempt to use the winch if the rope starts to slip through as a load is applied. Release the tension on the rope immediately.
- 22 **DO NOT** permit the load to swing out of control.
- 23 **DO NOT** leave the winch unattended when it is under load or the rope is under tensioned.
- 24 When lowering a load, lower it slowly and carefully.
- 25 **DO NOT** overload the winch by extending the lever with pipes or tubes. This will cause the safety pin to shear or damage the machine.
- 26 **DO NOT** over wind the rope on or off the drum. Two turns must always remain on the drum.
- 27 Remove the rope for separate storage or wind it fully onto the drum and lash in position to prevent damage.
- 28 **DO NOT** attempt repairs. Contact the Hire Company.

ELECTRICAL WINCHES

- 31** **CHECK** that the voltage of the supply is correct. The winch will be either 110 or 230 volts.
- 32** The use of equipment at 110V (CTE) will effectively eliminate the risk of death and greatly reduce the degree of injury from an electric fault.
- 33** **DO NOT** use domestic plugs and sockets on construction sites, they are not robust enough.
- 34** **When using 230V equipment, the risk of injury or death from electric shock is unacceptably high unless the following precautions are taken:**
- a) Use RCD power breakers at the supply socket to give protection for both the equipment and its power cable.
 - b) The RCD should be protected from dust, wet weather, mechanical damage and vibration.
 - c) Position power cables where they are less likely to be damaged.
 - d) The equipment, cables and RCDs should be checked every day (or every shift) using the following as a guide:
 - **CHECK** that bare wires are not visible
 - Make sure that cables are not damaged and are free from cuts and abrasions (apart from light scuffing)
 - **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
- 35** Equipment using 110 volts should be checked weekly as in 37(d) above.
- 36** **CHECK** regularly that all ventilation grills are clear and free from dirt.
- 37** If the automatic cut out operates, allow the motor to cool before re-starting.
- 38** **DO NOT** move the winch by its cable or disconnect a plug by pulling its cable.



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