

d) The tools, 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 machine 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.

7 Consider using impact resistant conduits or flexible armoured supply cables where the risk of damage is high.

8 Double insulated equipment is strongly recommended.

9 Lower voltages - Portable power equipment using 110V should be checked weekly as in 6(d) above, but it is not necessary to carry out these checks at all for portable lamps.

10 **DO NOT** use electrical equipment in damp, wet or flammable conditions.

11 **ENSURE** that the lighting units are in a stable position. The feet of the tripod are drilled to allow for pegging or bolting down of the unit.

12 Magnetic lighting will "stick" securely to any flat steel or iron structure. Easily removed from the structure by using a twisting action.

13 Semi-static lighting towers when fully extended **MUST** be locked in position and the winch handle removed.

BEFORE TOWING THE UNIT

- 14 **ENSURE** that all outriggers or jacks are raised and locked in position.
- 15 The mast is in the horizontal position and in the support cradle and the floodlights are securely fixed to the lighting frames.
- 16 The power cable has been stowed and all doors or canopies closed and locked.
- 17 **ENSURE** that the jockey wheel has been retracted and locked in position and the hand brake released.
- 18 Attach the emergency breakaway cable to a secure point on the towing vehicle. **CHECK** the condition of the cable, if damaged contact the Hire Company.
- 19 Connect and **CHECK** the operation of the trailer lights.

ERECTION OF THE MAST

- 20 Position the unit, lower the jockey and apply the hand brake.
- 21 Unhitch the unit from the towing vehicle.
- 22 **ENSURE** that the outriggers are in the lock operating position. Lower the jacks to the ground. If the ground is soft suitable load distribution pads **MUST** be placed under the jacks.
- 23 **ENSURE** that the unit is level and the weight is evenly distributed between the outriggers and the jockey wheel and all clamps are tight.
- 24 Position the lights to give the desired direction of illumination.
- 25 **DO NOT** attempt to erect the mast when the machine is sited beneath overhead power cables.
- 26 **CHECK** that all winch cables for fraying and kinks before erecting the mast.
- 27 Operate the winch until the mast is in the vertical position. **ENSURE** that the locking device at the base of the mast has been correctly engaged.
- 28 Wind the winch to raise the mast to its maximum height. The mast is fully extended when a coloured band painted on the second mast section appears in view from inside the bottom mast section.
- 29 **STOP WINDING IMMEDIATELY** the coloured band appears.
- 30 **ENSURE** that the power cable does not become entangled or trapped when extending the mast.
- 31 **DO NOT** switch on the floodlights until the mast has reached the vertical position, as damage to the lights could occur.

- 32 **DO NOT** move or tow the unit with the mast erected.
- 34 Lowering of the mast is the reverse of erecting.
- 35 **DO NOT** attempt repairs. Contact the Hire Company.