

Procedure for the Safe Use of Plant on Site

Integrated Management System (IMS) of
Barhale Construction (Safety, Quality,
Environment)

Document Owner – Company Health, Safety and Environmental Manager

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1.0 Purpose

This procedure sets out the process for the safe use of plant on Barhale sites

The term plant has a wide application. Some items of plant are best dealt with as subjects in their own right or aspects of other procedures. Most plant hazards are caused by lack of maintenance, training and planning. Other hazards are caused by site conditions, uneven ground, unguarded excavations and reversing into tight places. Fumes from exhausts and fuel spillage create both health and safety and environmental hazards.

On site plant is generally used for excavating, lifting or transporting materials around the site. Other items are used for mixing and batching e.g. cement mixers and grout mixers.

2.0 References

- The Health Safety and Welfare Regulations 1996.
- The Lifting Operations and Lifting Equipment Regulations 1998
- Construction Safety Manual Section 14

3.0 Definitions and Responsibilities

3.1 Definitions

None

3.2 Responsibilities

Contracts Managers / Site representatives shall appoint a competent person as being responsible for the control of plant on site. The name of the appointed person shall be named in the Responsibilities Chart. Contracts Managers shall complete and distribute risk assessments for plant used on site, or delegate that responsibility to a competent person.

The Plant Manager is responsible for ensuring that all Barhale plant drivers are trained in plant awareness and hold a current operators licence.

Site Representatives are responsible for checking that only trained and competent persons operate or drive plant on site. All plant operators must hold a current CITB or the National Plant Operators registration scheme licence. Site Managers shall ensure that the control measures defined by risk assessment are implemented.

All defective items of plant shall be removed from site and reported to the Plant Manager.

The Plant Manager shall ensure that all plant sent to site is maintained and serviced in accordance with company procedure and is examined and tested in accordance with statutory requirements. All certificates of statutory inspection and testing shall be held on file in the plant office.

Externally hired plant shall only be hired from an approved source in accordance with Company Procedures BY01

Operatives shall be competent and operate plant in accordance with operating instructions and site rules. All defects shall be reported immediately to the Site Representative. Defective plant must not be used under any circumstances. Plant operatives must not carry unauthorised passengers or materials at any time and must ensure where possible, or by the use of a Banksman, that personnel are not in an area that may be dangerous to them by way of the plant working.

No person under the age of eighteen is allowed to operate plant or equipment on site.

Plant must not be taken onto the public highway without the appropriate consents and licence being in place.

Loads must be adequately secured and not so high as to collide with bridges or overhead obstructions.

4.0 Procedure

The Site Representative shall ensure that suitable access arrangements are made for plant to enter and leave the site. Site Representatives shall ensure that the following checks and arrangements are in place.

- Driving and operating licences must be checked.
- Examination and test certificates must be obtained.
- Traffic routes and adequate warning signs must be defined on the site.
- Overhead obstructions must be clearly marked.
- Underground services must be located and clearly sign-posted.
- Excavations must be guarded and clearly sign posted.
- Hired plant must be inspected before use.
- Standing and tipping areas should be level
- Local authority and Police must be notified if plant is using the public highway

A Banksman must be provided where the drivers' vision is restricted or there is danger of the plant causing injury to personnel or colliding with obstructions or nearing the edge of an excavation or embankment. A Banksman must be used when vehicles are reversing.

4.1 Safety Checklists

- Contracts Managers / Site Representatives shall prepare risk assessments for plant on site.
- Site Representatives shall implement control measures in accordance with this procedure.
- Operatives shall operate plant in accordance with site rules and report defects to the Site Representative.
- The Plant Manager shall arrange statutory inspections and arrange regular maintenance of plant and equipment.
- Does the operator have a plant licence
- Does the plant have relevant examination and test certificates
- Have excavations been guarded and sign posted.
- Have overhead cables been identified.
- Have underground services been located and identified.
- Have access and travel routes been designated.
- Have speed limits been posted.
- Has a risk assessment been prepared.
- Has a system of inspection been prepared.
- Are operatives aware of any danger associated with using the plant.

5.0 Documentation and Records

The documents and / or records arising from this procedure are:

The F91 Register or similar document in the Site Safety File should be used to record Weekly inspections of plant used for lifting.

6.0 Appendices

None