

**Method Statement
for
Contract Lifting and Moving
Operation**

Prepared for

Portakabin

Uxbridge Collage
Park Road
Uxbridge
Middx
UB8 1NQ

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Details

Start Date	TBC	End Date	TBC	Start Time	08:00
Client	Portakabin				
Contract Reference No.	99753 - SS01787 Portakabin @ Uxbridge 23042026 (REV A)				
Location of Works	Uxbridge Collage, Park Road, Uxbridge, Middx. UB8 1NQ				
Site Contact	Avi : 07928 509 254				

Activity / Brief Scope of Works

Liebherr LTM1090-4.2 rigging in the existing car park (rigging area to be increase by the client) to lift the remaining 12No UK093 modular units + 3No UK073 stair Pods and Links into situ.

The first six UK093 modular units are to be lifted using a 33.80m main boom working between 25.50m and 23.70m Radius.

The remaining 6No UK093 + Stair Pods and Links are to be lifted using on a 30.00m Main Boom working between 22.00m and 18.20m radius.

The Client is to ensure the vehicles to be unloaded are banked between the maximum and minimum radii for the respective boom length to ensure the crane cat-head remains below the 27.00m maximum cat-head height given by RAF Northolt.

Notify Heathrow airport of the intended lifts and gain all permits and permissions to rig and work a crane in close proximity to an aerodrome/airport as perBS7121.

Notify RAF Northolt of the intended lifts and gain all permits and permissions to rig and work a crane in close proximity to an aerodrome/airport as perBS7121.

Crane Location:-

506240 , 184459

51.549349 , -0.46946171

51°32'58"N , 000°28'10"W

Maximum Cat-Head Height 26.20m AGL

NO ALT CRANE - RAF Northolt - Heathrow involvement.

Only the items detailed in the above brief scope of works box will be lifted under the Contract Lift Terms and Conditions. Full details of the work can be found in Section 4.

Under the model terms designation agreed by the Construction Plant Association and the Health and Safety Executive, this lift has been deemed the following:
Simple Contract Lift
All site considerations have been checked and staff fully briefed on works and have signed onto this safe system of work.

The Appointed Person who has prepared this Method Statement carries full responsibility for the safe completion of all works carried out during the operation.
It is the responsibility of the Appointed Person to ensure that the Lift Supervisor is adequately briefed on the contents of this Method Statement.

Print Name	Steve Scott	Surveyor Signature
Skills Card No.	40363934	
Contact Phone No.	07734791205	
Date Prepared	09/07/2026	

3 Introduction

3.1 DISCLAIMER

This Method Statement is prepared using the site observations and customer information provided on site at the time and date the site visit was undertaken.

- 3.2 It is the aim of this Method Statement to define and describe the equipment and safe procedures which are to be employed by Southern Cranes & Access Limited to carry out lifting operations in accordance with the following:

LEGISLATION

Health and Safety at Work etc. Act 1974	
Lifting Operations and Lifting Equipment Regulations 1998	
Provision and Use of Work Equipment Regulations 1998	
Manual Handling Operations Regulations 1992 – amended by the Health and Safety (Miscellaneous Amendments) Regulations 2002	
Working at Height Regulations 2005 (amended 2007)	
Noise at Work Regulations 2005	
Control of Substances Hazardous to Health Regulations 2002	
Construction Design and Management Regulations 2015	
Southern Cranes and Access Limited – General Conditions (amended 2021)	

APPROVED CODES OF PRACTICE

BS7121 Safe Use of Cranes, Part 1 – General 2016	
BS7121 Safe Use of Cranes, Part 3 – Mobile Cranes 2017	

OTHER

Southern Cranes and Access Limited – General Conditions	
CPS Standard Terms and Conditions for a contract for the lifting and Movement of Goods involving Crane Operation	
CPA Supplementary Conditions	

Please be aware that all contracts take place under the relevant CPA conditions of contract

3.3 THE APPOINTED PERSON

The Appointed Person who has prepared this Method Statement carries full responsibility for the safe completion of all works carried out during the operation. It is the responsibility of the Appointed Person to ensure that the Lift Supervisor is adequately briefed on the contents of this Method Statement.

3.4 THE LIFT SUPERVISOR

Before any Manual Material Handling / Moving commences the Lift Supervisor will contact the Client's Site Representative and ensure that all preparations have been made for the work activity. The Lift Supervisor will then conduct a pre-work toolbox talk with all the Manual lift / transport operation crew and go through the Method Statement. This briefing shall take the form of a short 'toolbox talk'.

The Lift Supervisor must liaise with the Appointed Person should the site circumstance require material change to the methods to be employed during the operation. Any such change shall be risk assessed and agreed with the Client prior to implementation.

It is the responsibility of the Lift Supervisor to ensure that the Lifting Operation is carried out as these arrangements.

Prior to the commencement of the works the Lift Supervisor will ensure that all personnel are adequately informed of their roles and responsibilities during the lifting operation.

3.5 THE SLINGER / SIGNALLER

The Slinger / Signaller, acting under the directions of the Lift Supervisor will select and attach / detach the load from the crane hook and be able to give clear and precise instructions to the crane driver to ensure the safe movement of the crane and load. This will be by means of hand signals or by the use of radio.

3.6 CONDITION OF HIRE CONFIRMATIONS

The following was confirmed on site by the hirer to Souther Cranes and Access Limited as part of the recommended minimum information collected prior to a hire being undertaken under CPA Terms and Conditions.

Confirm any labour supplied by the client as part of this Lifting Operation have been trained and deemed competent? 

Ground conditions on site will be suitable and sufficient to bear the weight of the crane for access / egress and site working? 

Will require goods on the hook insurance for the Lifting Operation? 

4 Conditions and Site information

4.1 SITE INFORMATION

- 4.1.1 The following items were confirmed at the site planning meeting and are relevant to the Lifting Operation going ahead.

Enabling works required by client:

Ensure ground can withstand pressures imposed by crane, both when travelling and working.

Ensure that the crane standing area is cleared of all obstructions.

Confirm crane location and rigger loadings.

Close of rigging and working area to all nonessential persons.

Ensure a safe system of work is in place for all SCA Operatives.

Ensure all items are within the working radius of the crane.

Bank delivery vehicle into the loading positions within the working radii of the crane for both boom lengths.

Provide all lifting eyes tagged and tested with valid test certs for inspection on the day of hire.

Provide trained and competent slinger/signaller with valid cards for inspection on the day of hire.

Provide all equipment for working at height to attach/remove lifting tackle.

Ensure gates are fixed open.

Provide a suitable size rigging area in the required location.

Provide a suitable access route to the rigging area over the grass to the right of the access road.

Ensure the slew path of the load is clear of all obstructions to allow the units to be off-loaded and position whilst keeping the crane cat-head below 27.00m AGL.

Notify Heathrow airport of the intended lifts and gain all permits and permissions to rig and work a crane in close proximity to an aerodrome/airport as per BS7121.

Notify RAF Northolt of the intended lifts and gain all permits and permissions to rig and work a crane in close proximity to an aerodrome/airport as per BS7121.

Crane Location:-

506240 , 184459

51.549349 , -0.46946171

51°32'58"N , 000°28'10"W

Maximum Cat-Head Height 26.20m AGL

Access / Egress from / to site:

Good access to site off of Park Road

Access around site:

No access for the crane at the time of the site inspection, client to ensure sufficient flat level ground is provided in the rigging area, the client is to ensure a suitable access route is provided over the grass to the righthand side of the access road, to allow the crane to safely access the rigging area.

Ground conditions:

Tarmac car park + grass (existing car park is too small to house crane and additional mats). Client to provide a trackway access route and crane pad in the required area.

Underground services:

Two inspection covers within the working area close to mats.

Underground voids / vaults:

None advised at time of inspection.

Traffic management performed by:

By the client.

Working at height requirements:

By the Client.

4.2 THE CLIENT SHALL PROVIDE

- 4.2.1 Safe access for the delivery of the crane, support vehicles and personnel. Other site activities should not impede on the access routes and working area of the crane etc.
- 4.2.2 Firm level ground to enable the crane and its support vehicles to travel and safely set up in position.
- 4.2.3 A clear level hard standing area for the crane capable of withstanding the anticipated outrigger loads to be imposed as detailed in this Method Statement.
- 4.2.4 Their site Risk Assessment document which identifies any hazards (environmental or other) that may be present in the works area.
- 4.2.5 Their site Risk Assessment document which identifies any hazards (environmental or other) that may be present in the works area. All necessary information relating to ground conditions.
- 4.2.6 All necessary information relating to ground conditions for the agreed crane position(s); and access / egress routes to be used.
- 4.2.7 Confirmation of the location of any underground services or vaults / voids in the agreed crane position(s).

This is in accordance with BS7121 (Part 1).

4.3 SITE CONDITIONS

- 4.3.1 Where required, the client has accepted the following will also be in place prior to the Lifting Operation being undertaken.

Client has approved crane position(s) in accordance with drawing / sketch	☒
Escorted access to and from site	☒
Power outage arranged	☒
Road closure and permits granted	☒
Access trackway	☒
Barriers or fencing	☒

- 4.3.2 Additional Comments:
No additional site conditions requirements specified.

4.4 ILLUMINATION (LIGHTING)

- 4.4.1 The working area must be suitably lit at all times to allow for safe working conditions.
- 4.4.2 The preferred method of lighting is natural light.
- 4.4.3 If work is carried out close to or during the hours of darkness then the client should provide suitable lighting in agreement with the Lift Supervisor and the Crane Operator.
- 4.4.4 Lighting for this type of activity is recommended to be no less than 10–15lux, however we would require a 100lux level to ensure the safety of all participants.
- 4.4.5 Night is defined as 30 minutes after sunset until 30 minutes before sunrise.

4.5 WELFARE FACILITIES

- 4.5.1 Under CPA Terms and Conditions, it is the responsibility of the client to provide all welfare facilities as described within the Construction Design and Management Regulations 2015.

4.6 EMERGENCY CONTACTS

- 4.6.1 In the event of any emergency situation either directly or indirectly affecting the described works, it must be reported to the following contacts.

Code:	SCA	Telephone:	01403 790874
Out of Hours - On Call Number			
All calls will be sent to the member of staff on call			

- 4.6.2 First Aid trained staff must be supplied by the hirer.

5 Weather Conditions

- 5.1 The maximum wind speed in which the Lift Operations can take place is; **9.0 (m/s)**

Note: Local conditions and safety of personnel may dictate that the Lift Supervisor and Crane Operator(s) have to stop lifting operations at a lower wind speed than specified above.

- 5.2 A measurement of the wind speed will be taken by the crane during the rigging purpose. Measurement to take into account wind gusts (peak) conditions.

- 5.3 The following chart is provided for illustration purposes only.

Beaufort Scale

Information regarding wind conditions on the Beaufort scale.

Beaufort number	Description of wind	Specifications for use on land	Wind speed mph	Wind speed m/s
0	Calm	Calm; smoke rises vertically	0 to 1	0 to 0.2
1	Light	Direction of wind shown by smoke	1 to 3	0.3 to 1.5
2	Light breeze	Wind felt on face; leaves rustle; ordinary vanes moved by wind	4 to 7	1.6 to 3.3
3	Gentle breeze	Leaves and small twigs in constant motion; wind extends light flag	4 to 8	3.4 to 5.4
4	Moderate breeze	Raises dust and loose paper; small branches are moved	13 to 18	5.5 to 7.9
5	Fresh breeze	Small trees in leaf begin to sway; crested wavelets form on inland waterways	19 to 24	8.0 to 10.7
6	Strong breeze	Large branches in motion; whistling heard in telephone wires; umbrellas used with difficulty	25 to 31	10.8 to 13.8
7	Near gale	Whole trees in motion; inconvenience felt when walking against wind	32 to 38	13.9 to 17.1
8	Gale	Breaks twigs off trees; generally impedes progress	39 to 46	17.2 to 20.7
9	Strong gale	Slight structural damage occurs (chimney pots and slates removed)	47 to 54	20.8 to 24.4

- 5.4 The mobile cranes on board computer system (for Liebherr this is LICCON) is constantly measuring the loads exerted on it during the lifting operation and the weight bearing pressures being transferred to the ground. These load charts produced by the LICCON system are calculated according to EN 13000.

For the calculation of the load charts at least a wind speed of 9m/s (33km/h) and regarding the load a sail area of 1msq per ton load and a wind resistance coefficient of 1.2 on the load have been taken into account. For lifting of loads with large sail areas and / or high wind resistance coefficients the maximum wind speed as stated in the load charts has to be reduced.

- 5.5 The maximum wind speed referred in 5.1 has been created using the LICCON system. The system is the computer program fitted to the crane and this speed will be taken and referred to during the Lifting Operation with the combined decision of the Lift Supervisor and the Crane Operator if work should commence / cease due to inclement weather conditions.

- 5.6 Lifting Operations must cease during a storm or when there is risk of lightning strikes.

6 Lift Details

6.1 DETAILS OF THE LIFT(S)

- 6.1.1 The following details are related to the actual lift during a single lift operation, or is the heaviest and / or furthest (worse case) lift being undertaken on multiple lift hires. Other items may be required to be lifted during these works.

Lift: 1

Item to Lift Details	
Item Title	UK093 Installation
Item Description	UK093
Item Dimensions	L: 10.0mtr, W: 3.43mtr, H: 3.5mtr, D: 0.0mtr
Item Weight	4.3te
Item Lifting Points	(4) Top Corners
Item Centre of Gravity	Centre
Main/ Alternative Crane	LTM1090-4.2

Lift Radius and Obstructions

Distance. Centre of crane to pickup position.	23.7mtr
Distance. Centre of crane to placement position.	25.5mtr
Maximum Lift Radius.	25.5mtr
Height of Lift	9.5mtr

Lift Weights

Weight of Hook Block.	0.3te
Estimated Tackle Weight.	0.05te
Fly Jib Deduction.	0.27te
GROSS Lift Weight.	4.89te

Lift: 2

Item to Lift Details	
Item Title	UK093 + UK073 Stair Pod Installation
Item Description	UK093
Item Dimensions	L: 10.0mtr, W: 3.3mtr, H: 3.5mtr, D: 0.0mtr
Item Weight	5.7te
Item Lifting Points	(4) Top Corners
Item Centre of Gravity	Centre
Main/ Alternative Crane	LTM1090-4.2

Lift Radius and Obstructions

Distance. Centre of crane to pickup position.	18.2mtr
Distance. Centre of crane to placement position.	22.0mtr
Maximum Lift Radius.	22.0mtr
Height of Lift	9.5mtr

Lift Weights

Weight of Hook Block.	0.3te
-----------------------	-------

Estimated Tackle Weight.	0.05te
Fly Jib Deduction.	0.27te
GROSS Lift Weight.	6.32te

6.1.2 The fly jib reduction

The manufacturer recommends the following load reductions for using a crane with the folding jib installed on the boom pivot section during crane operation. These are contained within the crane manufacturers manual.

The following is applicable to the cranes described in this plan.

LTM1090-4.2	Boom Length: 33.8mtr = 0.3
LTM1090-4.2	Boom Length: 30.0mtr = 0.27

6.2 GENERAL LIFT INFORMATION

6.2.1 Describe below any unusual or notable features of this lifting operation.

Lift 1 – UK093 Installation

- Nothing of note on this lifting operation

Lift 2 – UK093 + UK073 Stair Pod Installation

- Nothing of note on this lifting operation

7 Equipment Specified

7.1 GENERAL LIFT INFORMATION

7.1.1 The following equipment is proposed for this lifting operation.

Equipment	LTM1090-4.2
Used on Lift	UK093 Installation
Purpose	Primary Crane
Outrigger Base	7.50m x 7.30m
Rig Configuration	(T) >0056<
Telescopic Sections	0-46-46-46-46-92
Counterweight	22.5t
Main Boom Length	33.8mtr
Hook Block	18.70te swl
Standard Outrigger Mats (as carried)	1.2 diam
Additional Matting / Dullage	4.0mtr x 1.2mtr
Additional Matting Notes	4No 4.00m x 1.20m Ekki Mats
% of Crane Capacity	72.99%
Capacity @ Lift Radius	6.7t

Equipment	LTM1090-4.2
Used on Lift	UK093 + UK073 Stair Pod Installation
Purpose	Primary Crane
Outrigger Base	7.50m x 7.30m
Rig Configuration	(T) >0032<
Telescopic Sections	0-0-46-46-46-92
Counterweight	22.5t
Main Boom Length	30.0mtr
Hook Block	18.70te swl
Standard Outrigger Mats (as carried)	1.2 diam
Additional Matting / Dullage	4.0mtr x 1.2mtr
Additional Matting Notes	4No 4.00m x 1.20m Ekki Mats
% of Crane Capacity	80.0%
Capacity @ Lift Radius	7.9t

7.2 LIFTING AND MOVING TACKLE

7.2.1 To enable the Lifting Operation to be performed, the lifting tackle (accessories) listed below will be required.

- 2 No. 5.6te (SWL) x 8.0mtr (EWL) 10mm Chain
- 4 No. 6.5te (SWL) x 0.0mtr (EWL) 6.5t Alloy Bow Shackle

7.2.2 General Lifting Accessories (Tackle) Information

- All lifting tackle certification to be available on site.
- The Lift Supervisor shall inspect all lifting tackle prior to every use.
- Any lifting tackle supplied by the client to be fit for purpose, fully certified and in good condition.
- Any damaged lifting tackle items shall be marked 'NOT FOR USE' and returned to depot for disposal.
- Nylon Slings must be protected from sharp corners using timber or suitable packing.

8 Ground Loading / Bearing Pressures

- 8.1 The client is responsible for ensuring that the ground conditions are suitable to accept the calculated loadings and pressures as shown below

Lift 1 : UK093 Installation

Equipment	LTM1090-4.2
Maximum Outrigger Load	32.0te
Matting Area Provided	4.8mtr/sq
Resulting Ground Bearing Pressure	6.67te mtr/sq

Lift 2 : UK093 + UK073 Stair Pod Installation

Equipment	LTM1090-4.2
Maximum Outrigger Load	32.0te
Matting Area Provided	4.8mtr/sq
Resulting Ground Bearing Pressure	6.66te mtr/sq

9 Manpower Requirements and PPE

9.1 MANPOWER REQUIREMENTS

- 9.1.1 Southern Cranes and Access scope includes for the following personnel to be on site and working within this method statement.

Manpower Role	Required	No
Lift Supervisor	Yes	1
Crane Operator	Yes	1

9.2 COMPETENCIES AND TRAINING REQUIREMENTS

- 9.2.1 The following competencies and training requirements will be required by all persons involved in the lifting team including any clients supplied personnel.

NPORS and CPCS Operators Only

9.3 PERSONAL PROTECTIVE EQUIPMENT

- 9.3.1 The minimum PPE requirement for all work will be:

PPE Requirement	Required
• Safety Headgear (Helmet) – EN397	Yes
• Safety Footwear. Must have steel or composite toecaps and mid-sole with the support for ankles (rigger boots are not permitted)	Yes
• Gloves to EN388 Abrasion, Blade Cut, Tear and Puncture	Yes
• High Visibility Clothing to EN ISO 11612	Yes
• Safety goggles or glasses with anti-mist and anti-scratch lenses	Yes

9.4 COMMUNICATIONS

- 9.4.1 The on-site communications to be utilised will be direct instructions made by and limited to the Lift Supervisor or designated Slinger/Signaller unless it is for emergency calls. This will ensure all parties involved in the movement operation work as a single team, under a single instruction.
- 9.4.2 For all on site communications, the language to be used will be English.
- 9.4.3 The signals and signalling systems to be used are confirmed with all associated personnel in accordance with the BS7121.
- 9.4.4 Accurate and clear communication is vital for safety, as the persons directing the crane operator are acting as their 'eyes and ears', guiding them in lifting, moving, and placing loads.
- 9.4.5 Communications between the Lift Supervisor, Crane Operator and all Slinger / Signallers shall be maintained by means of multi-channel two-way radios, where there is no clear line of sight. Any lifts carried out in clear line of sight will be conducted via hand signals.
- 9.4.6 When using of radio communication, the lift supervisor will ensure that the signal strength, range, frequency, durability, and level of battery charge of the equipment is considered and is suitable for the site location and the work being undertaken. The Lift Supervisor will ensure radios are tuned into the correct channel and that the selected channel is free from interference / other users.

10 Initial Conditions

10.1 Mobile Crane

- 10.1.1 The working area must be cleared to allow the crane assembly and lifting operations to take place in a safe manner without endangering miscellaneous personnel not directly involved in the lifting operations. All enabling works (by client/others) to be completed prior to crane arrival.
- 10.1.2 All personnel not directly concerned with the lift must keep out of the crane assembly and rigging areas. If necessary, the working area should be cordoned off or otherwise secured against personnel entry.
- 10.1.3 Crane Supervisor will meet the Site Manager and any on-site inductions or fitness for work testing (including random D&A testing) that are required will also be carried out.
- 10.1.4 The Lift Supervisor shall make themselves known to all personnel (SCA, client and other sub-contractors on site) and conduct a 'toolbox talk' prior to commencing operations. (Where work is carried out on any Network Rail or London Underground premises, this will include any guidance supplied from the NR Controller of Site Safety/LUL Outside Parties Inspector). When this toolbox talk has been completed, all involved in the lifting operation must sign the register.
- 10.1.5 Under no circumstances shall the crane be moved for lifting purposes if not under instruction of the Lift Supervisor.
- 10.1.6 The operation of the mobile crane can be carried out by a pedestrian operator at ground level, using remote controls that use a wireless data transmission system. Whilst pedestrian control provides flexibility with the possible combination of roles, the operator may well be at risk of tripping and falling when trying to move around the site over uneven ground whilst concentrating on controlling the load. The use of the remote controls should be limited to rigging the crane and to unloading vehicle duties at ground level only.
- 10.1.7 The transmitter should only be switched on when operating the mobile crane and should be switched off with the keys removed when not in use. This is especially the case when the crane is being operated using the in-cab controls.
- 10.1.8 All cranes to be left unattended for a period shall be left in safe condition (jib retracted or laid down, if possible) with no load on the crane hook. Cranes shall be shut down and isolated per manufacturer's instructions, secured and locked.

10.1.9 Mobile Crane – Operator Rescue

In the event that the operator is injured or in a medical crisis (casualty) and needing immediate evacuation from the crane cab, the following action will be taken;

- The Mobile Crane is taken out of service.
- The isolater is engaged and the Lift Supervisor (rescue operative) to establish that the crane is safe.
- The Lift Supervisor (rescue operative) will raise the alarm by contacting the Site Manager and will seek assistance from on-site first aid trained staff.
- The Lift Supervisor (rescue operative) and the first aid trained staff will climb the crane base structure and assess the casualty and if required request that the Site Manager contacts the emergency services.
- The emergency services will be informed of the facts of the casualty condition and the exact location.
- Where it is possible to do so, the crane operator to be recovered from the cab and to be moved to ground level.

11 Equipment Set Up Procedures

11.1 Mobile Crane

- 11.1.1 The crane together with the associated operating crew will arrive on site at the specified and agreed date and time.
- 11.1.2 Any traffic management, ancillary pans, mats or temporary roadways etc. that are required to be positioned by hi-ab or other means, prior to the crane or cranes manoeuvring into position, will be done under the instruction of the Crane Supervisor.
- 11.1.3 The crane will then manoeuvre into position as shown on the the attached drawing. All manoeuvring to be carried out under the guidance of a member of the lifting crew.
- 11.1.4 The crane will then commence set-up procedure and rig to the configuration stated in section 7 of this method statement. All personnel assisting with rigging will be under the guidance of the crane operator at all times. The set-up procedure will be carried out as per the manufacturer's manual.
- 11.1.5 Upon completion of the rigging procedure, the crane operator will carry out procedural safety and computer checks, implementing any specific operational requirements, ie.slewing restrictions, short rig configuration or fly jib configurations.
- 11.1.6 Once operational checks have been completed, the operator will telescope the main boom of crane out to required working length/height as stated in section 7. A wind speed check will be undertaken to confirm it is safe to continue lifting operation.
- 11.1.7 The crane operator will slew the crane around 360 degrees, or where slew restrictions are in place, the full range of the lifting operation to check that the crane is settled on the ground and that there is no movement or sinkage. If required, the crane will be relevelled.
- 11.1.8 The Crane Supervisor will then carry out a radio communications check between the crane operator and the lifting crew.
- 11.1.9 Hook block of crane will then be lowered and required lifting tackle placed on the hook. The Lift Supervisor will ensure that the correct lifting tackle has been selected. The lifting tackle used, will be as stated in Section 7.2 and will have current test certification available.
- 11.1.10 The crane operator will then be instructed to hoist lifting tackle clear of any obstructions and position the crane ready for the first required lift. Any delivery/removal vehicle will move into position.

12 Lifting Procedure

12.1 UK093 Installation

- 12.1.1 For the purposes of the text below, the term Slinger/Signaller could also refer to the Lift Supervisor in a multi-person contract lift operation.
- 12.1.2 Slinger/Signallers will issue instructions via hand signals or two-way radios to the crane operator to position the crane over first required lift, Slinger/Signallers will plumb the boom head, directly over the load or set short to allow for jib deflection where necessary.
- 12.1.3 The Slinger/Signallers will instruct crane operator, to lower the hooks with lifting tackle to allow Slinger/Signaller to attach lifting tackle to load.
- 12.1.4 All slinging will be carried out by fully trained, certificated and experienced slingers. Slinging methods adopted will be as specified by loading manufacturers, using specified lifting points or, in the event that no manufacturer instruction or lifting points are provided, our Slingers will work to the Appointed Persons recommendations and to the code of practice for safe use of cranes (BS7121 Part 1).
- 12.1.5 Upon attachment of the lifting tackle to the load and using the principles of HOSASS (Hands Off - Step Away - Safe Space), the Slinger/Signaller will step back from the load approximately 1.5 metres (this is because loads are more likely to move unexpectedly during the early stages of a lifting operation, particularly when first lifted up, including for a trial lift; compared to later stages of a lift).
- 12.1.6 When in the retreated position and facing the load, the Slinger/Signaller will instruct the operator by hand signals or radios, to hoist up to take the slack out of the lifting tackle. Once the lifting tackle has started to take the weight and has tightened the Slinger/Signaller will instruct operator or operators to stop hoisting.
- 12.1.7 The Slinger/Signaller will then reapproach the load and will carry out a check around the load to ensure that the lifting tackle is sitting correctly, angled correctly and also check any lifting points are secure.
- 12.1.8 When the Slinger/Signaller is confident that the lifting tackle has settled, is secure and stable, the Slinger/Signaller will attach any tag lines that may be required before taking a step back from the load (approx. 1.5 metres). Instructions will then be given to the crane operator to hoist the load clear of any obstructions, ensuring that any site-specific risks are monitored throughout the hoisting procedure.
- 12.1.9 Once the load is clear of all obstructions, the Slinger/Signaller will give instructions to the crane operator to manoeuvre the load as required toward the landing area.
- 12.1.10 In the event that the landing area is at a different level or should access not permit, the Slinger/Signaller will pass control of the crane signalling to a second strategically placed Slinger/Signaller at the landing area.
- 12.1.11 The landing area Slinger/Signaller will then commence giving instructions to the crane operator or operators to manoeuvre and lower the load to the required landing point, ensuring that any site-specific risks are monitored throughout the landing procedure.
- 12.1.12 The Slinger/Signaller will guide the load to the correct orientation as the load becomes contactable by hand or by attached tag lines.
- 12.1.13 The Slinger/Signaller will instruct the crane operator to lower the load to just above the landing position and then instruct the operator to stop lowering to allow the Site Manager to confirm position and orientation of load prior to landing.
- 12.1.14 Once the position is confirmed by the Site Manager, the Slinger/Signaller will instruct the operator to slowly lower the load into position. Once landed, a final position check will be made before the Slinger/Signaller instructs the operator to lower off all load weight.
- 12.1.15 Slinger/Signaller will instruct the operator to lower off, to allow lifting tackle to be released from the load. In the event that any load is too large or high for safe access by ladder, powered access equipment or a lifted man basket will be used to remove slings from loads.
- 12.1.16 Once lifting tackle is detached from the load, the Slinger/Signaller will instruct the operator to slowly hoist the lifting tackle clear of the load and any site-specific risks, ensuring that no snagging occurs.

- 12.1.17 Once the lifting tackle is clear of all obstructions the Slinger/Signaller will instruct the crane operator to manoeuvre the crane ready for any further lifts that may be required and hand over to another Slinger/Signaller where required.
- 12.1.18 All other required lifts will be carried out as stated in sections 12.3 to 12.17. The Lift Supervisor will ensure that all lifting and operational procedures are followed as per the Appointed Persons recommendations and that any queries or deviation from this Method Statement are notified immediately to the Site Manager and the Appointed Person.

13 Derig Procedure

13.1 Mobile Crane

- 13.1.1 Upon completion of the lifting operation, the Crane Supervisor will instruct the crane operator to load any ancillary equipment or heavy lifting tackle onto relevant transport ready for removal from site.
- 13.1.2 The Crane Supervisor will then instruct the crane operator to lower all lifting tackle to the ground to allow removal from hook.
- 13.1.3 The crane operator will then instigate the removal of any lifting tackle stored on the crane and then commence the de-rig procedure.
- 13.1.4 All personnel assisting with the de-rigging will be under the guidance of the crane operator at all times. The de-rig procedure will be carried out as per the manufacturer's manual.
- 13.1.5 Once the crane has been de-rigged and all safety checks for road travel have been carried out the crane operator will manoeuvre the crane/s off site, under the guidance of a member of the lifting crew. The crane will then proceed on its way.
- 13.1.6 The remaining members of the lifting crew will ensure that any ancillary mats or equipment etc. are removed from site or placed in an appropriate position ready for collection prior to them leaving site.
- 13.1.7 Any traffic or pedestrian management arranged by the lift company will be unimplemented and removed.
- 13.1.8 The Crane Supervisor will inform the Site Manager or site representative of the completion of the operation and address any issues that may be raised and inform of any equipment left on site for later collection.

14 Amendments and Variations

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- 14.1 A contingency plan will be in place in the event of any change of circumstance onsite which is beyond the control of the crane hire company, before processing with lifting operation.

For example;

- Change of weight, radius or height.
- Change of ground conditions.
- Change of weather.

This list is not exhaustive.

The Lift Supervisor shall call a halt to the lifting operation so that the Appointed Person and the client can be contacted and consulted for further guidance before proceeding with lifting operations.

- 14.2 All amendments to this method statement must be detailed below and agreed with the **Southern Cranes and Access Appointed Person** before further work can commence. A recorded Risk Assessment shall be conducted prior to any changes of work and agreed with the client before implementation.

I confirm that the conditions proposed above have been assessed and it is safe to proceed with the lifting operation.

LIFT SUPERVISOR	
Print Name	
Signature	

FOR AND ON BEHALF OF THE CLIENT	
Print Name	
Signature	

FOR AND ON BEHALF OF THE CLIENTS AGENT (AS REQUIRED)	
Print Name	
Signature	

Job No	Client
99753 - SS01787 Portakabin @ Uxbridge 23042026 (REV A)	Portakabin

15 Environmental

15.1 ENVIRONMENTAL ASPECTS AND IMPACTS

The environmental impact of our machines is minimal, the main aspects of using mobile plant on site are noise, vibration and emissions from exhausts. Any other aspects and impacts would only occur in emergency situations.

15.2 ENVIRONMENTAL SPILLS

A spill kit will be available on site in the event of an accidental release of fluids from the equipment. The following steps must be followed;

- Retrieve spill kit
- Isolate spill and nearest storm and foul water drains with absorbent boom(s)
- Mop up spill with absorbent pads and granules. Allow appropriate time for spill to soak into product and work in with a broom
- Clear booms and granules and isolate in contaminated spill kit containment bag
- Secure bag and bring back to depot for disposal in the rags and granule bins provided

15.3 HAZARDOUS SUBSTANCES

- 15.3.1 COSHH risk assessments are available for the substances contained within the equipment such as hydraulic fluid.
- 15.3.2 Client must provide information regarding any COSHH substances that may affect the work operation. Any substances or conditions hazardous to health must be identified in time for suitable precautions to be arranged.
- 15.3.3 If there is asbestos present then the Lift Supervisor must be made aware of the asbestos survey.

16 Toolbox Talk Record

TO BE COMPLETED ON SITE AND MUST BE RETURNED TO THE HIRE OFFICE ON COMPLETION IF THE LIFTING OPERATION

- 16.1 Prior to commencing the operation, the Lift Supervisor must ensure that all site personnel are adequately briefed on the contents of this Method Statement.

This briefing shall take the form of a short 'toolbox talk'.

The Lift Supervisor will record on this document circumstances that require material change to the methods to be employed during the Lifting Operation and record them in section 12.2 of this document.

Any such change shall be assessed for risks and agreed with the Appointed Person and the client, prior to implementation and continuation of the Lifting Operation.

Any modifications made to this statement will be fully briefed to all parties affected by and working to this method statement.

The following personnel have been briefed on the contents of the method statement for job for and sign below.

Name	CPCS Card No.	Signature	Date

Additional crane operators, Slinger Signallers and Crane Riggers to add their name as required.

16.2 LIFT SUPERVISORS DECLARATION

I have read this method statement, including any relevant site layout and lifting tackle arrangement diagrams as well as the contingency statement and will work to it as detailed.

All site considerations have been checked and staff are fully briefed on works and have signed onto this safe system of work.

Print Name		Signature
CPCS Card No.		
Contact Phone No.		
Date		

17 Risk Assessment Register

THE SITE-SPECIFIC REGISTER GRID CONVERTS THE ATTACHED GENERIC RISK ASSESSMENTS INTO A WORKING SITE-SPECIFIC DOCUMENT.

REFERENCE	RISK ASSESSMENT TITLE AND COMMENTS	MAX No OF PERSONS	ACTIVITY DURATION
SCA/GRA/9201	General Conditions	2	Per Day
SCA/GRA/9202	Access and Egress From Site	2	Per Day
SCA/GRA/9203	Underground Services	2	Per Day
SCA/GRA/9204	Lift Operation Working Area	2	Per Day
SCA/GRA/9205	Pedestrian Travel on/ around site (Slips, Trips and Falls)	2	Per Day
SCA/GRA/9206	Movement of Plant Equipment on Site	2	Per Day
SCA/GRA/9207	Manual Handling Operations	2	Per Day
SCA/GRA/9208	Loading and Unloading of Vehicles	2	Per Day
SCA/GRA/9209	Use of Lifting/ Pulling or Hoisting Gear	2	Per Day
SCA/GRA/9210	Working at Height - Over 2 Metres	2	Per Day
SCA/GRA/9245	General Works Environment - CoronaVirus (COVID-19)	2	Per Day
SCA/GRA/9352	Driving to and from site (vehicular movements on the public highway)	2	Per Day
SCA/GRA/9211	Working at Height - Roof Level	2	Per Day
SCA/GRA/9213	Use of Ladders	2	Per Day
SCA/GRA/9217	Works Near or Within Airport Premises	2	Per Day
SCA/GRA/9219	Works Near or with Access Equipment	2	Per Day
SCA/GRA/9229	General Works Environment - Weather Conditions	2	Per Day
SCA/GRA/9250	Unsighted or partially sighted loads	2	Per Day
SCA/GRA/9355	Access Egress to Cab	2	Per Day
SCA/SRA/9101	The use of a diesel powered mobile crane to unload, load and lift into position various loads	2	Per Day

Risk Assessment Key

An inherent risk rating represents the level of risk in the absence of a controlled environment and is arrived at after measuring the likelihood of the occurrence, and the consequence of an event occurring.

For each impact that is identified, an evaluation is undertaken to assign a specific score in order to determine the correct level of action.

The **Impact Criticality** (Table 1) is calculated by multiplying the **Severity / Consequence** (Table 2) by the **Probability / Likelihood** (Table 3). The resulting **Risk Score Levels** (Table 4) is then used to prioritise the appropriate level of action to be taken.

Table 1

IMPACT CRITICALITY						
RATING OF CONSEQUENCE	LIKELIHOOD OF	FREQUENT (F)	PROBABLE (P)	OCCASIONAL (O)	REMOTE (R)	UNLIKELY (U)
CATASTOPHIC (X)		I	I	I	H	E
CRITICAL (C)		I	I	H	E	L
SERIOUS (S)		H	H	E	L	T
MINOR (M)		E	E	L	T	T
NEGLECTIBLE (N)		E	L	T	T	T

Table 2

DANGER SEVERITY / CONSEQUENCE	
SEVERITY	CONSEQUENCE
CATASTOPHIC (X)	Multiple fatalities on site, or a single death off site; severe widespread environmental damage.
CRITICAL (C)	Single fatality and / or multiple severe injuries or occupational illness on site; injury or illness off site environmental impact
SERIOUS (S)	Single severe injury or occupational illness; and / or multiple minor injuries or minor occupational illness
MINOR (M)	Minor injury / short term absence / serious damage to plant equipment
NEGLECTIBLE (N)	Trivial injury (First Aid Only) / minor damage to plant equipment

Table 3

PROBABILITY / LIKELIHOOD	
PROBABILITY	DESCRIPTION
FREQUENT (F)	Not surprised, will occur several times
PROBABLE (P)	Occurs repeatedly / an event to be expected
OCCASIONAL (O)	Could occur some time
REMOTE (R)	Conceivable but likelihood remote
UNLIKELY (U)	So unlikely that probability is close to zero

Table 4

RISK SCORE LEVELS		
DESCRIPTION	LVL	INFORMATION
TOLERABLE RISK	(T)	No additional controls required
LOW RISK	(L)	Probably requiring a written Safe System of Work (SSoW)
ENDURABLE RISK	(E)	Written Safe System of Work (SSoW) required until risk is designed out.
HIGH RISK	(H)	Consider Permit to Work
INTOLERABLE RISK	(I)	Withdrawal of process / activity. Work is not to proceed

Assessors Name	D. JONES
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Task Description:
Ground Conditions

THE RISK LEVEL OF THIS ASSESSMENT HAS BEEN REDUCED AS LOW AS REASONABLY PRACTICABLE (A.L.A.R.P.), WHERE WE ARE ABLE TO DO SO.

Review Date (no later than):	10th December 2026
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Task Reference:		SCA/GRA/9201 12-25	
Persons at Risk - Affected Groups			
A -	Operator	D -	Visitors and General Public
B -	Lifting Team (Appointed Person, Slinger Signaller, etc.)	E -	Environment
		F -	
C -	Contractors not associated with the Lifting Operation	G -	
		H -	

This document is to be read in conjunction with the relevant Lifting / Plant Equipment, Specific Risk Assessment

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Poor Ground Conditions	A, B & C	S	O	E	Outriggers to be deployed as per Manufacturer's Instructions. Crane to be operated within recommended working limits. Client / Site to ensure ground conditions are capable of withstanding pressures exerted and are suitable for crane and load carried. Use correct amount of matting to distribute cranes weight. Crane to be set up on flat ground and placed upon suitable matting (Timber, Nylocast or Metal & Wood) Keep within the cranes operational constraints, if the audible warning sounds, crane working outside these parameters.	L
Uneven Ground	A, B & C	S	P	H	Site / Client to ensure ground conditions are capable of withstanding pressures exerted and inform Company / Operator If Crane to be set up on uneven ground additional suitable matting (Timber, or Metal) to be employed to ensure crane is level and stable. Use correct amount of matting to distribute cranes weight	E
Saturated Ground	A, B & C	M	O	L	Saturated ground will be less stable than normal ground conditions Client to advise on ground conditions and area shall be checked that they are capable of withstanding pressures exerted and are suitable for crane and load carried. Hire Desk to supply to client max. outrigger (ground) loadings for crane being supplied. Where ground is waterlogged, client to satisfy crane operator that ground is suitable for crane to rig. Any movement or sinkage in ground, lift to be stopped and extra matting to be considered. Where ground conditions cannot be viewed due to being waterlogged, hirer to satisfy crane operator it is safe to rig crane.	T
Snowy and Icy conditions	A, B & C	N	R	T	Where ground conditions cannot be viewed due to snow or icy conditions, this is to be cleared to gain sight of any indicators for underground services	T
Un sighted or unmarked drops in level	A, B & C	N	P	L	Where possible a designated access route to/from the work area shall be created and marked out.	T

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Unsighted hazards obscured by the poor ground conditions	A, B & C	N	P	L	Where possible a designated access route to/from the work area shall be created and marked out. Where ground conditions / access route cannot be viewed due to the ground conditions, operative to find alternative access route.	T
Work near excavations, and trenches	A, B & C	S	O	E	Excavations should have suitable and sufficient stop-blocks in place prior to the arrival of the crane. Mobile cranes should not be operated on or near excavations – unless they are safely shored up. For stable ground conditions, the crane must be erected away from the excavation, a distance equal to at least 1.5 times the depth of the excavation. In situations where the ground consists of loose soil, fresh back fill, sand, or crushed rock, the distance from the trench or excavation should be at least 2 times the depth of the excavation plus a metre, and the excavation should be properly shored up as to the relevant British Standard BS 6031.	L
Ground Suction (lifting items out of muddy or water saturated ground)	A, B & C	M	O	L	Careful attention to be made when load is initially lifted from sodden or submerged ground (very muddy) as any mud build up at the base of the load will present some suction resistance. Loads should be stored on pallets or timber to raise them out of the ground to prevent a suction hazard.	L
Ground Movement (under outrigger) following prolonged siting of crane.	A, B & C	M	O	L	Failing to account for ground conditions is one of the most frequent causes of lifting incidents. From crane overturning to outrigger sinking, poor ground assessment directly impacts safety, compliance, and project cost. Ground around outriggers to be monitored by the crane operator and any movement/sinkage must be reported immediately and the lifting works ceased. Ground movement can be caused by natural and human-made factors. Soil Type: Clay soils are particularly prone to shrink-swell action; they shrink and crack in hot, dry weather and swell when wet, causing ground movement. Water Issues: Leaking drains or water mains can soften or wash away soil, leading to sinkage, while waterlogging can cause heave (upward movement). Vegetation: Large trees and shrubs planted close to a property can draw significant moisture from the soil (especially clay), causing it to dry out and sink (desiccation). Geological Hazards: This includes natural occurrences like the dissolution of soluble rocks (karst terrain/sinkholes), compressible ground (such as peat), and landslides. Crane Movement: Where the weight distribution of the crane shifts between each outrigger leg during the lift causing heavier compression of the top soil.	L

Completion of the Site Specific Register converts this generic risk assessment into a component part of a site specific risk assessment

Assessors Signature:		Name (Print):	D JONES	Assessment Date:	10th December 2025
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Assessors Name	D. JONES
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Task Description:
Access to and egress from site

THE RISK LEVEL OF THIS
ASSESSMENT HAS BEEN REDUCED
AS LOW AS REASONABLY
PRACTICABLE (A.L.A.R.P.)

Review Date (no later than):	10th December 2026
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Task Reference:		SCA/GRA/9202 12-25	
Persons at Risk - Affected Groups			
A -	Operator	D -	Visitors and General Public
B -	Lifting Team (Appointed Person, Slinger Signaller, etc.)	E -	Environment
		F -	
C -	Contractors not associated with the Lifting Operation	G -	
		H -	

This document is to be read in conjunction with the relevant Lifting / Plant Equipment, Specific Risk Assessment

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Operatives/crane/haulage gaining access to and egress from work site	A, B, C, D & E	S	R	L	All employees to be made aware of hazards and risks from transport entering and leaving site locations (Please note access requirements start at point crane leaves main highway and includes access roads). All operatives using/driving plant to be trained and competent in its use. All displayed signs and speed limits must be adhered to at all time. Any required movement of plant equipment and/or vehicles site area shall be on designated routes only. Access to and egress from all site compounds shall under space restriction areas, be controlled by a Banksman. At all times pedestrians and vehicles must be segregated with particular attention being paid to restricted and confined space areas.	T
Plant equipment / vehicle coming in contact with each other, people and property	A, B, C, D & E	C	O	H	All plant equipment / vehicles are to be parked in designated car park areas, or where directed by the client. All displayed signs and speed limits must be adhered to at all time. Any required movement of plant equipment and/or vehicles site area shall be on designated routes only. When necessary the correct and appropriate high visibility vests shall be worn. Any approach to vehicles on site must be from the front so that drivers can be aware of your presence.	E
Extraneous Hazards/ Debris. (Road Debris, etc) Tyre/Vehicle damage	A, B & D	S	R	L	Avoid driving/walking over debris that potentially can conceal hidden. (i.e. Plastic bags or puddles that look innocent but hide sharps) Wherever possible avoid Potholes/damaged road surfaces.	T

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Obstructed or restricted view	A, B, C & D	C	R	E	Where appropriate, mirrors should be positioned around on site structures at 'blind' corners etc., in order to aid vehicle movement Excessive plant growth to be cut back on a regular basis to prevent personal injury and/or hazard to pedestrians by obstructing or obscuring access routes All restricted access/egress routes are to be clearly identified with appropriate signs, to warn drivers of the hazard, e.g. low headroom Where operator/driver cannot get clear site of hazards, oncoming vehicles, etc., access to and egress from all site compounds shall under space restriction areas, be controlled by a Banksman. During reversing operations, where vehicle driver does not have a clear view, assistance should be sought. When reversing ensure mirrors are adjusted to give best all round view, assess the area before reversing and if required employ a banksman	L
Obstructing access routes	A, B, C, D & E	C	R	E	Road users shall give priority to emergency vehicles. Park responsibly; it may cause problems for emergency vehicles. They may be coming to your aid. Vehicles shall only be parked within marked parking spaces or no more than a single vehicle wide on unmarked sections of roads, provided that this does not cause an obstruction. Parking is not permitted on grass verges, walkways or duct covers. Where an obstruction cannot be avoided, signage to be placed in front of the work area to warn vehicles of work taking place overhead Entrance to site must be of a suitable width and height to allow unrestricted access by the crane and supporting vehicles by structures, etc.	L
Use of Mobile Phones	A, B, C & D	M	R	T	The use of all hand-held mobile communication equipment whilst driving is prohibited. Communication devices are only to be used when the plant equipment / vehicle is stationary.	T

Completion of the Site Specific Register converts this generic risk assessment into a component part of a site specific risk assessment

Assessors Signature:		Name (Print):	D JONES	Assessment Date:	10th December 2025
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Assessors Name	D. JONES
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Task Description:
Underground Services

THE RISK LEVEL OF THIS ASSESSMENT HAS BEEN REDUCED AS LOW AS REASONABLY PRACTICABLE (A.L.A.R.P.), WHERE WE ARE ABLE TO DO SO.

Review Date (no later than):	10th December 2026
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Task Reference:		SCA/GRA/9203 12-25	
Persons at Risk - Affected Groups			
A -	Operator	D -	Visitors and General Public
B -	Lifting Team (Appointed Person, Slinger Signaller, etc.)	E -	Environment
		F -	
C -	Contractors not associated with the Lifting Operation	G -	
		H -	

This document is to be read in conjunction with the relevant Lifting / Plant Equipment, Specific Risk Assessment

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Disruption to utility services to the public or non-associated business (Electricity Cables, Gas Mains, Water Services, Sewer Mains/pipes, Telecom Cables & C.A.T.V Services)	A, B, C & D	S	O	E	The crane operator and/or lifting team are to be made aware of all underground services in the area, and this is to be documented in the method statement. Client to advise on ground conditions and area shall be checked for services through surveys, maps, drawings, local authorities, and ground scanning equipment, prior to crane arrival on site. Owners should provide either up-to-date, readable plans, which show the recorded line and depth (where known) of all their known services buried in the proposed work area, or other suitable information which achieves the same aim. When necessary a permit to work system shall be implemented between the customer, client and management of persons carrying out the works. All operatives shall be made fully aware of the hazards and risks associated with underground services through Induction Training and Tool Box Talks All underground services that may be at risk through crossing of heavy plant or shall be clearly marked up. Travel over identified underground services to be kept to a minimum. Additional Matting to be utilised where working near services cannot be avoided.	L
Gas Services (Asphyxiation, fire or explosion)	A, B, C & D	S	O	E	No crane is to rig up with outrigger feet directly over known areas of gas pipes Where heavy vehicles cannot avoid the need to cross over known areas of gas pipes, steel plates shall be used to protect against crushing and fracturing. On identified gas mains, consideration is to be made for the locations of pipe restraints or thrust blocks (or the ground supporting them) as this can cause sudden failure of the main. If the Operator detects the smell of gas, they are to cease crane operations and make the lift supervisor/client aware immediately Where the presence of gas pipes which operate at pressures of 2 bar (30 psig) and above is indicated, consult the client/owner/services operator before work begins.	L

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Water Services (Flooding, pressurised water jets, and ground saturation/ stability)	A, B, C & D	S	O	E	No crane is to rig up with outrigger feet directly over known areas of water pipes Where heavy vehicles cannot avoid the need to cross over known areas of water pipes, steel plates shall be used to protect against crushing and fracturing. In the event of fracture to a water main, and the subsequent jet of water the crane operator is to cease the lifting operation and make the crane safe. (Water jet from a main of sufficient pressure and intensity may injure a person. It may also contain stones or other hard objects ejected from the ground around the pipe). Leaks of water from underground pipes can affect adjacent services and reduce support for other structures as well as affect the crane stability. Crane operator to be vigilant of any increase of water around out-rigger positions as this may identify damage to mains pipes that can result in flooding, leading to subsequent risks from the rapid collapse of support to the crane, directly affecting stability. Leaks of water from underground pipes can affect adjacent services and reduce support for other structures as well as affect the crane stability.	L
Electrical Services (Electric shock/electrocution, fire or explosion)	A, B, C & D	S	O	E	Consideration on reducing the reducing the outrigger loadings where work is required in an area where electrical services will have been identified, before work commencement. The explosive effects of arcing current, and by any associated fire or flames that may result when a live cable is crushed severely enough to cause internal contact between the conductors, or between metallic sheathing and one or more conductors.	L

Additional Information and Guidance:

That should any underground services remain unidentified and the crane is allowed to operate, these services may crush and cause the crane to overturn.

Completion of the Site Specific Register converts this generic risk assessment into a component part of a site specific risk assessment

Assessors Signature:		Name (Print):	D JONES	Assessment Date:	10th December 2025
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Assessors Name	D. JONES
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Task Description:
Lifting Operation Working Area

THE RISK LEVEL OF THIS
ASSESSMENT HAS BEEN REDUCED
AS LOW AS REASONABLY
PRACTICABLE (A.L.A.R.P.)

Review Date (no later than):	10th December 2026
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Task Reference:		SCA/GRA/9204 12-25	
Persons at Risk - Affected Groups			
A -	Operator	D -	Visitors and General Public
B -	Lifting Team (Appointed Person, Slinger Signaller, etc.)	E -	Environment
		F -	
C -	Contractors not associated with the Lifting Operation	G -	
		H -	

This document is to be read in conjunction with the relevant Lifting / Plant Equipment, Specific Risk Assessment

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Interface with others (Public Interface)	A, B, C & D	C	R	E	All members of the Lifting Operation team shall be fully experienced and competent with all the necessary knowledge and training to implement a safe system of works to protect the general public from any risks from the lifting operation (CPCS Card Holder). Ensure that set-up area cordoned to prevent access to others not associated with the Lifting Operation, ideally the area to be completely barriered off to prevent the public gaining access. Only members of the lifting operations team shall be permitted within the cordoned/barriered area. All vehicle movement to be controlled by a banksman. Warning signs shall be displayed at prominent places warning the public of danger from lifting operations. The lifting operations shall be halted immediately if any member of the public gains access inside the barriered area. Particular attention to be paid to the presence of children.	L
Collision, crushing or fatal injury.	A, B, C & D	C	R	E	All vehicles shall be equipped with reversing alarms. All cranes and heavy plant equipment shall be fitted with amber warning beacons and reversing alarms. All plant, equipment and on-site vehicles shall be parked in an orderly manner. Sufficient lighting to be provided at all times. All staff and operatives are to follow designated pedestrian routes around the site and there is to be restricted entry into the lifting area All staff and operatives are not to walk between moving vehicles Use the horn and flashing amber lights to warn of crane approach All plant should be approached so that the driver/Banksman/Slinger is aware of your presence. A 500mm wide minimum clearance for slewing cranes and any fixture.	L

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Plant Operations	A, B & C	S	O	E	Clear instructions and signs to be displayed in areas of restricted movement. Banksman to be provided in all areas of restricted movement. Where possible maximum use must be made of one-way circuits. All plant should be approached so that the Driver/Banksman/Slinger is aware of your presence. All employees to be made aware of the hazards and risks from moving plant through Induction Training and Tool Box Talks. Records shall be maintained of such Training. All operators shall be competent and hold all necessary CITB/CPCS Certification. When in control of the premises the site Superintendent shall monitor plant movements.	L
Setting up of Crane	A, B & C	S	P	H	Crane outriggers shall be deployed in accordance with manufacturer's instructions. Outriggers (where applicable) shall only be deployed on firm level ground. Outriggers feet shall be fully supported on purpose made Pans Or adequate timbers. When riggers are fully deployed the crane shall be level with all wheels clear on the ground. Sufficient Ballast/Counter-weight shall in place. A.S.L.I. shall be in good working control. Cab computer readout shall match that of the crane configuration. Cranes shall stop operating in wind speeds greater than those laid down by the manufacturer. Operators shall be fully trained, competent & CITB certified operators shall be fully aware of the content of this assessment. The following records shall be held in the crane file:- 12 monthly Thorough Examination certificate (6 monthly certificate for man riding duties) 6 monthly Thorough Examination of Lifting Equipment and Accessories (formerly F91 Section J) Daily Checks and Weekly Inspection Checklist All certification for associated lifting gear. A copy of this Risk Assessment. The operator shall have his CITB card on his person at all times.	E
Crane Stability	A, B, C & D	C	O	H	Outriggers to be deployed as per Manufacturer's Instructions. Crane to be operated within recommended working limits. ASLI limits not to be exceeded Crane to be set up on flat ground and placed upon suitable matting (Timber, Nylocast or Metal & Wood)	E
Lifted Load coming into contact with work equipment or structures	A, B, C, D & E	S	R	L	Crane operator to have clear visibility of the load at all times or the load to be controlled by a slinger/banks-man, by an appropriate means of communication. Slinger/banks-man to use control ropes (Tag lines) attached to the load Barriers or Banks-man/look-out to be employed at specific areas where public interface cannot be completely avoided	T
Obstruction to emergency vehicles	A, B, C, D & E	S	P	H	Carry out an impact assessment of road closure to emergency vehicles Ensure emergency services and other road users are aware of alternate routes.	E

Completion of the Site Specific Register converts this generic risk assessment into a component part of a site specific risk assessment

Assessors Signature:		Name (Print):	D JONES	Assessment Date:	10th December 2025
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Assessors Name	D. JONES
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Task Description:
Pedestrian Travel on/around site (Slips, Trips and Falls)

THE RISK LEVEL OF THIS
ASSESSMENT HAS BEEN REDUCED
AS LOW AS REASONABLY
PRACTICABLE (A.L.A.R.P.)

Review Date (no later than):	10th December 2026
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Task Reference:		SCA/GRA/9205 12-25	
Persons at Risk - Affected Groups			
A -	Operator	D -	Visitors and General Public
B -	Lifting Team (Appointed Person, Slinger Signaller, etc.)	E -	Environment
		F -	
C -	Contractors not associated with the Lifting Operation	G -	
		H -	

This document is to be read in conjunction with the relevant Lifting / Plant Equipment, Specific Risk Assessment

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Travelling around on foot	A & B	M	O	L	Competent Operatives. Suitable footwear to be worn at all times. Care to be taken when moving equipment (stairs, un-even floors etc.) seek assistance if required. Appropriate lighting to be available for all relevant works. Watch where you are walking – keep to designated routes Avoid walking in puddles/bodies of water or soft mud which might conceal hazards Care to be taken when carrying items, and ensure access route is checked for hazards prior to any manual handling operation. Do not walk on discarded timber or materials on site as may conceal sharps	T
Entering / Exiting a vehicle or item of plant equipment (Crane)	A	M	O	L	Competent Operatives. Driver to ensure suitable footwear is worn at all times. Operative to take particular attention during access/egress of crane cab especially in very wet and muddy conditions on access steps (ladder). Crane access ladder is designed to be suitable for access to and egress from the crane body and operators cab. Operatives to report any damage to crane access ladder immediately Operatives to ensure three points of contact are observed when climbing and descending the crane access ladder Care also to be taken when boarding or alighting the driving cab of the vehicle.	T
Items stored on Crane body	A	M	P	E	Items to be stored in the areas provided and secured before travel Access routes across crane to be kept clear of trip hazards Where oil and grease are identified on the crane body, this is to be cleaned up immediately and notified to the maintenance department All discarded items are to be disposed of and not allowed to clutter crane cabs.	L

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Oil, Grease etc.	A & B	M	O	L	Avoid walking in liquid on crane body, any spillages of liquids to be cleared up immediately Where oil and grease are identified on the crane body, this is to be notified to the supervisor and the maintenance department Diesel/Fuel spillages must be cleared away immediately and cleaning materials disposed of in the appropriate waste containers.	T

Completion of the Site Specific Register converts this generic risk assessment into a component part of a site specific risk assessment

Assessors Signature:		Name (Print):	D JONES	Assessment Date:	10th December 2025
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Assessors Name	D. JONES
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Task Description:
Movement of Plant Equipment on Site

THE RISK LEVEL OF THIS
ASSESSMENT HAS BEEN REDUCED
AS LOW AS REASONABLY
PRACTICABLE (A.L.A.R.P.)

Review Date (no later than):	10th December 2026
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Task Reference:		SCA/GRA/9206 12-25	
Persons at Risk - Affected Groups			
A -	Operator	D -	Visitors and General Public
B -	Lifting Team (Appointed Person, Slinger Signaller, etc.)	E -	Environment
		F -	
C -	Contractors not associated with the Lifting Operation	G -	
		H -	

This document is to be read in conjunction with the relevant Lifting / Plant Equipment, Specific Risk Assessment

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Plant and vehicles coming into contact with each other, people and property.	A, B, C & D	C	O	H	All site traffic routes shall be controlled by use and display of signs, markings and speed limits, which shall be adhered to at all times. All non-construction vehicles (private cars and vans) are to be parked in designated car park areas away from the working site All required movement into/out of/around site shall be on designated routes only. All vehicular movements of plant equipment in a restricted area shall be controlled by on site management and directed by a Banksman. Sufficient lighting to be provided at all times. Use the horn and flashing amber lights to warn of crane approach All displayed speed limits must be adhered to at all times	E
Collision, crushing or fatal injury.	A, B, C & D	C	O	H	All cranes and heavy plant equipment shall be fitted with amber warning beacons and reversing alarms. All plant, equipment and on-site vehicles shall be parked in an orderly manner. Sufficient lighting to be provided at all times. All staff and operatives are to follow designated pedestrian routes around the site and there is to be restricted entry into the lifting area All staff and operatives are not to walk between moving vehicles Use the horn and flashing amber lights to warn of crane approach All plant should be approached so that the driver/Banksman/Slinger is aware of your presence. Crane NOT to be travelled around site with the "Jib Up" unless specifically designed to do so and escorted by slinger/signaller and or appropriately trained banks-man A 500mm wide minimum or wherever possible 600mm clearance between travelling or slewing cranes and any building structure, fixture, or parked vehicle/equipment.	E

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Crane Movements. (General)	A, B, C & D	C	O	H	ONLY Authorised, competent personnel who have been trained and certified to operate the equipment shall use the Crane. Operatives shall, at all times:- • Observe site and local speed limits. • Avoid turning on an incline. • Avoid rough terrain. • Use designated traffic routes. • Use seat belts or a restraining device. • Use mirrors and where vision is impaired a slinger/banks-man be employed.	E

Completion of the Site Specific Register converts this generic risk assessment into a component part of a site specific risk assessment

Assessors Signature:		Name (Print):	D JONES	Assessment Date:	10th December 2025
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Assessors Name	D. JONES
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Task Description:
Manual Handling Operations

THE RISK LEVEL OF THIS
ASSESSMENT HAS BEEN REDUCED
AS LOW AS REASONABLY
PRACTICABLE (A.L.A.R.P.)

Review Date (no later than):	10th December 2026
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Task Reference:		SCA/GRA/9207 12-25	
Persons at Risk - Affected Groups			
A -	Operator	D -	Visitors and General Public
B -	Lifting Team (Appointed Person, Slinger Signaller, etc.)	E -	Environment
C -	Contractors not associated with the Lifting Operation	F -	
		G -	
		H -	

This document is to be read in conjunction with the relevant Lifting / Plant Equipment, Specific Risk Assessment

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Posture - Manual Handling (Driving)	A & B	M	O	L	Competent Operatives. Suitable footwear to be worn at all times. Care to be taken when moving equipment (stairs, un-even floors etc.) seek assistance if required. Appropriate lighting to be available for all relevant works. Watch where you are walking – keep to designated routes Avoid walking in puddles/bodies of water or soft mud which might conceal hazards Care to be taken when carrying items, and ensure access route is checked for hazards prior to any manual handling operation. Do not walk on discarded timber or materials on site as may conceal sharps	T
Loading onto/off Vehicles	A & B	S	R	L	Competent Operatives Delivery Driver not to be within vehicle whilst loading/unloading operations are carried out. Where operator is required to manually unload items from awaiting transport that is located at shoulder height, this should be moved to the edge to prevent overreaching. Loading and unloading areas should be clear of passing traffic, pedestrians and other people who are not involved in loading or unloading (opposing side of vehicle from access route).	T
Sprains/Strains - Manual Handling	A & B	M	O	L	Competent Operatives. All Operatives to have undertaken Manual Handling Training. Operatives to take care when loading/unloading vehicles Operatives to take care when dismantling the vehicle, making sure they do not make any sudden twists or jarring to their back. Due to the nature of the work, regular changes occur to prevent repetitive or prolonged activity. Mechanical aids to be employed on heavier items.	T
Slips/Trips/Falls	A & B	S	O	E	Competent Operatives. Driver to ensure suitable footwear is worn at all times. All to take particular attention during access/egress of buildings/facilities and to take extreme care on steps/kerbs. Care also to be taken when boarding or alighting the vehicle	L

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Lifting	A & B	S	R	L	Where possible the requirement to manual handle shall be eliminated by making use of mechanical means such as cranes, hoists, forklifts, sack barrows and other proprietary lifting, pushing and pulling tools.	L
Pushing	A & B	S	R	L	Where lifting, pushing and pulling cannot be avoided assessment shall identify a safe system of work which shall include the use of more than one person to carry out the required operation.	L
Pulling of materials and equipment	A & B	S	R	L	Suitable periods of work and rest in order to prevent fatigue shall be planned into all operations. Use shall be made of Kinetic Lifting Techniques. Appropriate personal protective equipment shall be worn at all times.	L

Completion of the Site Specific Register converts this generic risk assessment into a component part of a site specific risk assessment

Assessors Signature:		Name (Print):	D JONES	Assessment Date:	4th December 2025
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Assessors Name	D. JONES
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Task Description:
Loading and Unloading of Vehicles

THE RISK LEVEL OF THIS
ASSESSMENT HAS BEEN REDUCED AS
LOW AS REASONABLY PRACTICABLE
(A.L.A.R.P.)

Review Date (no later than):	10th December 2026
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Task Reference:		SCA/GRA/9208 12-25	
Persons at Risk - Affected Groups			
A -	Operator	D -	Visitors and General Public
B -	Lifting Team (Appointed Person, Slinger Signaller, etc.)	E -	Environment
		F -	
C -	Contractors not associated with the Lifting Operation	G -	
		H -	

This document is to be read in conjunction with the relevant Lifting / Plant Equipment, Specific Risk Assessment

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Falls from vehicles / trailers	A, B, C & D	S	P	H	Loading and unloading from a trailer bed is planned, and items are removed in a logical, methodical order. Only the minimum number of persons to be engaged during the loading/unloading (lifting) operation When access and/or egress takes place on all trailers, this must be done by means of a ladder at all times. Drivers instructed not to walk backwards on the trailer or to jump from the cab/trailer Fixed steps and grab bars allow drivers to access cab safely Drivers reminded of need for good housekeeping in trailer and in cab Vehicles and trailer bed must be in a good efficient state of repair Where working on the bed of the trailer cannot be avoided, the trailer is to have installed suitable temporary barriers 'edge protection', or in its absence, safety harness connected with a lanyard (c/w inertia safety blocks) is to be used by personnel accessing the transport. Operatives to take care when standing on trailer bed to secure/sling items to be lifted [Consideration into using other forms of access equipment where appropriate, (e.g. mobile elevating working platforms (MEWPS) or podium steps)]. Consideration into using other forms of falls protection including inflated airbags, safety nets, or temporary modular tower; where doing so does not introduce additional hazards to the work operation, and place employees at further risk.	E
Slips and trips	B, C & D	S	O	E	Drivers wear strong, comfortable footwear with a good grip Good housekeeping in vehicles and on the bed of the trailer Where a bunded Diesel tank is carried, shovel and sand kept nearby to clear up spillages. Drivers instructed not to walk backwards on the trailer or to jump from the cab/trailer	T

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Load securing	B & C	S	R	L	Drivers and loading staff trained in line with guidance from the Department for Transport's Code of Practice on load safety No vehicle shall be overloaded. Vehicles are only to carry up to the manufacturers specified capacity that it was designed to do, and in the recommended configuration. No vehicle shall be loaded to such an extent that it may interfere with the safe driving or operation of the vehicle/equipment. All load securing equipment (chains/lashings to be inspected prior to being used and on a regular basis for wear & tear. Equipment replaced where required.	T
Contact and/or collision, crushing or fatal injury.	B, C & D	C	R	E	Only the minimum number of persons to be engaged during the loading/unloading (lifting) operation Operatives not directly associated with the loading/unloading (lifting) operation will be prevented from entering the work area (Exclusion Area). Vehicles are to be unloaded/loaded in designated areas only as per the lifting plan. Ensure there is no public interface during the loading/unloading operation, by use of physical barriers, warning signage and tape, etc. Loading and unloading areas should be clear of passing traffic, pedestrians and other people who are not involved in loading or unloading (opposing side of vehicle from access route). Mobile phones shall not be used whilst undertaking loading/unloading (lifting) operation. Barriers or Banks-man/look-out to be employed at specific areas where public interface cannot be completely avoided Lifting operations shall be halted immediately if any member of the public gains access inside the barriered area. Particular attention to be paid to the presence of children. Delivery Driver not to be within vehicle whilst loading/unloading operations are carried out.	L
Falling Objects. (Load Security)	B, C & D	C	R	L	Competent Operatives. Operatives are to ensure that the load is appropriately secured before moving, do not over load. Operatives working within the area of the Crane shall wear suitable head protection. DO NOT WORK UNDER LIFTED LOAD Ensure lifting points equidistant from the load centre of gravity. Ensure lifting accessories are correct type and compatible with crane and load Operatives to be made aware of correct load security techniques. Where possible all personnel not associated with the loading/unloading (lifting operation) should be prevented from entering the work area.	T

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Manual handling	B, C & D	S	R	L	Most loads handled mechanically, (e.g. lift truck, crane etc.) Drivers trained in safe manual handling techniques Operatives are to not over reach or bend when attaching lifting accessories (tackle) to items to be loaded/unloaded. Please also read Manual Handling Risk Assessment SCA/GRA/9207	T

Completion of the Site Specific Register converts this generic risk assessment into a component part of a site specific risk assessment

Assessors Signature:		Name (Print):	D JONES	Assessment Date:	4th December 2025
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Assessors Name	D. JONES
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Task Description:
Use of Lifting Accessories (Tackle) Lifting/Pulling/or Hoisting Gear (Chains, Slings, Shackles, Ropes, and Pulleys, under tension).

THE RISK LEVEL OF THIS
ASSESSMENT HAS BEEN REDUCED
AS LOW AS REASONABLY
PRACTICABLE (A.L.A.R.P.)

Review Date (no later than):	10th December 2026
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Task Reference:		SCA/GRA/9209 12-25	
Persons at Risk - Affected Groups			
A -	Operator	D -	Visitors and General Public
B -	Lifting Team (Appointed Person, Slinger Signaller, etc.)	E -	Environment
		F -	
C -	Contractors not associated with the Lifting Operation	G -	
		H -	

This document is to be read in conjunction with the relevant Lifting / Plant Equipment, Specific Risk Assessment

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
General Use of	A, B, C & D	M	U	T	The slings or chains should be of the right capacity and in good condition and arranged so that they do not get tangled with each other. Do not overcrowd the hook, use a 'O' ring and shackles where multiple slings need to be attached to the hook.. The load distribution of the lifting accessories/attachments must balance the forces that arise during the lifting operation should be established, and never exceeded. The distribution within the lifting accessories/attachments of the forces that arise during the lifting operation should be established, and never exceeded. The lifting accessories/attachments used must, unless specially designed for the particular lifting operation, have a capacity margin well in excess of that needed for its proportioned load. The weight of the lifting accessories/attachments should be part of the calculated load on the crane. When handling heavy or awkwardly-shaped loads, the deduction from the rated capacity of the crane to allow for the weight of the lifting accessories/attachments might be significant. The weight of the lifting accessories/attachments and hook blocks, where appropriate, and its distribution should therefore be accurately known.	T
Equipment failure.	A, B, C & D	S	R	L	All lifting gear to have relevant test and inspection certification in order and available for inspection. All lifting gear shall be clearly marked with identity number and safe working load. All lifting gear shall be subject to visual examination prior to and after use. All lifting equipment shall be protected from sharp edges.	T
Incorrect Slings.	A, B, C & D	S	R	L	No piece of equipment shall be overloaded. All operatives shall be made aware of the hazards and risks involved with the use of lifting gear through Induction Training and toolbox Talks.	T
Incorrect use.	A, B, C & D	M	U	T	All operatives who are likely to use or control lifting gear shall be fully trained and competent in its use and conditions. All lifting gear shall be subject to visual examination prior to and after use.	T
Accident falls.	A, B, C & D	S	U	T	When attached all lifting gear to be checked for security prior to lifting/pulling. All hooks shall be of the "C" type or to be fitted with a safety device. All operatives who sling loads shall be fully trained and competent.	T

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Lifting Accessories (Shackles, Chains etc.)	A, B, C & D	C	R	E	Only Shackles & Chains that have a current test certificate and have had a recorded thorough 6 monthly examination are to be used. Competent Operatives. Equipment to be inspected prior to being put to use. Operatives to be made aware of correct load security techniques.	L
Lifting Accessories (Nylon Webbing Slings)	A, B, C & D	C	R	E	Only Web-slings that have a current test certificate and have had a recorded thorough 6 monthly examination are to be used. Competent Operatives. Equipment to be inspected prior to being put to use. Ensure the corrected colour coded sling is used. Slings to be stored out of direct sunlight and wet/cold conditions to prevent unseen damage.	L
Lifting Accessories (Lifting/spreader beams, brick-forks, etc)	A, B, C & D	C	R	E	Only beams, etc. that have a current test certificate and have had a recorded thorough 6 monthly examination are to be used. Competent Operatives. Equipment to be inspected prior to being put to use. On using brick-forks, a net MUST be used to ensure that no objects fall from load.	L
Lifting accessories used for the lifting of persons	A, B, C & D	C	R	E	The man-riding basket / cage shall be equipped with the necessary attachments and markings, including the safe working load, weight and an identifiable serial number. Man-baskets must be fitted with captive suspension chains and wires for safety and its construction is compliant with BS EN 14502-1:2010 Cranes — Equipment for the lifting of persons Part 1: Suspended baskets. Please also see Risk Assessment SCA/GRA/9234 - Use of man lifting/riding basket or cages to lift/transport or suspend personnel at height.	L
Vacuum lifting device attachment	A, B, C & D	C	R	E	Ensure the required vacuum is achieved and the pump turns off before attempting lift. Safely lower load into a safe position if loss of vacuum occurs. Monitor vacuum system via gauges provided. On each lift, as a precaution, lift the load 50mm and wait for 30 seconds (observing the vacuum gauge) before commencing lift to make sure vacuum is stable. Please also see Risk Assessment SCA/GRA/9247 - Use of a Vacuum Suction Clamp Device attached to a crane hook to lift and position glass panels at height.	L
Bespoke Lifting accessories constructed for a specific lifting operation	A, B, C & D	C	R	E	Any bespoke lifting accessories/attachments specially designed for the particular lifting operation, must have a capacity margin well in excess of that needed for either for the total weight of the load plus 20% factor of safety as a minimum.	L

Completion of the Site Specific Register converts this generic risk assessment into a component part of a site specific risk assessment

Assessors Signature:		Name (Print):	D JONES	Assessment Date:	12th December 2025
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Assessors Name	D. JONES
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Task Description:
Working at Height - Over Two Metres

THE RISK LEVEL OF THIS
ASSESSMENT HAS BEEN REDUCED
AS LOW AS REASONABLY
PRACTICABLE (A.L.A.R.P.)

Review Date (no later than):	10th December 2026
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Task Reference:		SCA/GRA/9210 12-25	
Persons at Risk - Affected Groups			
A -	Operator	D -	Visitors and General Public
B -	Lifting Team (Appointed Person, Slinger Signaller, etc.)	E -	Environment
		F -	
C -	Contractors not associated with the Lifting Operation	G -	
		H -	

This document is to be read in conjunction with the relevant Lifting / Plant Equipment, Specific Risk Assessment

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Falling resulting in possible fatal injury, serious injury, broken bones, cuts and bruising.	A & B	S	O	E	Operators shall wear a body harnesses and shall clip on in all cases where there is no provision of edge protection. NOTE. If freedom of movement of the wearer of the safety harness is restricted, the hazard could be increased. Ensure handholds (handrails and grab rails) are in suitable positions on crane superstructure and any access tower/scaffold Flooring to access equipment/scaffold/crane superstructure to be of a non-skid/slip surface	L
Working in a high level area	A & B	S	O	E	A safety harness should be worn by everybody working at height. It should be attached to a secure anchorage point within the work area. Where there is no anchorage point consider use of mobile anchor system, or lanyard anchorage to mast /building fittings A mobile access platform or in extreme cases a scaffold tower should be considered in preference to working from a ladder.	L
Use of Ladders and Steps	A & B	C	R	E	Do not over reach when working on a ladder. All materials and other equipment should be hauled by means of hoist, ropes or carry bag. Always keep both hands free when climbing or descending ladder Over reaching from ladders shall be avoided. Ladders must be set up at the correct angle of 75° or a base to height ratio of 1:4. Visually inspect the stepladder for defects before use. Ensure adequate toe clearance depth on ladders and steps Stepladders in a poor state of repair or which are very unstable should be discarded. All ladders must be of sufficient length to extend 1.05m above the landing platform or step-off point.	L

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Falling objects (Tools and Equipment)	A & B	C	R	E	Staff to wear appropriate PPE to include non slip shoes and a safety helmet with chin strap All tools/materials to be secured with a lanyard Nothing should be thrown from high to low level. All waste material should be lowered from the roof or taken down within the operators kit bag Access to the area below and adjacent to the roof should be prohibited. Good housekeeping to prevent the build up of material. Consideration to be taken on whether task needs to be undertaken in high winds	L
Manual Handling	A & B	M	O	L	Minimise need for manual handling by provision of hoists. Provide workers with information on weights of materials.	T
Operator Fitness	A & B	N	U	T	Persons working on roofs are to be physically fit. Provided with appropriate PPE to include no slip shoes, hard hat (c/w chin strap) and tool belt. (See guidance below)	T

Completion of the Site Specific Register converts this generic risk assessment into a component part of a site specific risk assessment

Assessors Signature:		Name (Print):	D JONES	Assessment Date:	10th December 2025
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Additional Guidance:

- The safety helmet to be worn will be directly commensurate with the work being undertaken at height as per the Personal Protective Equipment Assessment. For instance a general site safety helmet (EN 397) with this applicable to activities working on site, on a trailer bed (with fall protection barriers), affixing/detaching slings from a load (from a ladder or access platform) and on scaffolding.
Where climbing activities are required that require an individual to work outside a safety barriered or non-edge protected areas (like a mast or steeple, roof working) then either a safety helmet manufactured to EN 12492 (climbing and mountaineering) or a general safety helmet (EN 397) fitted with a chin strap lanyard attachment must be worn.
- It's important to emphasise that 'short duration' is not the deciding factor in establishing if it's right to use a ladder. The risk analysis/assessment should consider **Site**, **Task**, **Equipment** and **People** (just

Assessors Name	D. JONES
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Task Description:
General Works Environment - CoronaVirus (COVID-19)

THE RISK LEVEL OF THIS
ASSESSMENT HAS BEEN REDUCED
AS LOW AS REASONABLY
PRACTICABLE (A.L.A.R.P.)

Review Date (no later than):	16th December 2026
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Task Reference:		SCA/GRA/9245 12-25	
Persons at Risk - Affected Groups			
A -	Operator	D -	Visitors and General Public
B -	Lifting Team (Appointed Person, Slinger Signaller, etc.)	E -	Environment
		F -	
C -	Contractors not associated with the Lifting Operation	G -	
		H -	

This document is to be read in conjunction with the relevant Lifting / Plant Equipment, Specific Risk Assessment

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Employees with or showing symptoms of the disease/virus	A, B, C & D	S	O	E	Under no circumstances should any employee work where they have displayed any of the symptoms of the virus and/or been diagnosed and/or a member of their household has been identified as having or shown symptoms of the disease. Employee should Self-Isolate for 10 days (or after 5 full days if certain conditions are met) if they have had the symptoms and/or been diagnosed. Individuals do not need to isolate if a member of their house had the symptoms and/or been diagnosed OR have been in contact with someone who has COVID can opt to take daily Lateral Flow Tests for can be taken instead of Self-Isolation. Guidance on symptoms is displayed at the end of this Risk Assessment. Employee should notify his line manager not less than 3hours prior to the work start and not attend work so that a healthy replacement can take their shift. The UK-Gov, has set up a dedicated coronavirus NHS 111 website for information. If you get worse or your symptoms last longer than seven days, you should call NHS 111. People will no longer be tested for the virus unless they are in hospital.	L
Transmission (Spread) of Covid-19 Coronavirus	A, B & C	C	U	L	Symptoms of Covid-19 If anyone becomes unwell with a new continuous cough or a high temperature in the workplace they will be sent home and advised to follow the stay at home guidance. Line managers will maintain regular contact with staff members during this time. If advised that a member of staff or public has developed Covid-19 and were recently on our premises (including where a member of staff has visited other work place premises such as domestic premises), the management team of the workplace will contact the Public Health Authority to discuss the case, identify people who have been in contact with them and will take advice on any actions or precautions that should be taken. Line managers will offer support to staff who are affected by Coronavirus or has a family member affected. Communicate with companies we deliver to/from to ensure welfare facilities will be available to our drivers. Allowing delivery drivers adequate breaks to avail of proper welfare facilities.	L

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Respiratory contamination from fellow workers, colleagues and general public. (General Working on Site)	A, B & C	C	U	L	General Good Working Principles; • Non-essential physical work that requires close contact between workers should not be carried out • Work requiring skin to skin contact should not be carried out • Plan all other work to minimise contact between workers and practice "Social Distancing" • Re-usable PPE should be thoroughly cleaned after use and not shared between workers • Single use PPE should be disposed of so that it cannot be reused (where supplied by the site) • Stairs should be used in preference to lifts or hoists • Where lifts, man-riding cages or hoists are to be used: - o Keep to single occupant use only to reduce congestion and contact at all times - o Regularly clean touchpoints, doors, buttons etc., with a sanitiser/disinfectant spray • Regularly clean the inside of vehicle cabs and ensure only the operator has access to the driving & operating cabs. • Travelling to/from work site shall be done by either the individual using their crane/own vehicle or the use of a hire car. Where this is not possible public transport is to be used as a last resort.	L
Respiratory contamination from fellow workers, colleagues and general public. (Specific to Lifting Operation on-site)	A, B & C	C	U	L	The lifting operation will be planned so that all persons taking part in the work maintain a minimum 2 metres apart as much as possible. In the unlikely event that there is a requirement to work in close proximity to another worker (i.e. when either attaching/un-securing lifting accessories from a load), this should be kept to the minimum amount of time possible, avoiding skin-to-skin and face-to-face contact by working side by side, or facing away from each other, rather than face to face. Where face-to-face contact is essential, this should be kept to 15 minutes or less wherever possible (i.e. during the pre-start toolbox talk). There will be situations where it is not possible or safe for workers to distance themselves from each other by 2 metres during the lifting operation (Landing the load safely with tag lines), so contact must be reduced to absolute minimum. Operators to wear their own supplied protective gloves (PPE) when handling lifting accessories. Where lifts, man-riding cages or hoists are to be used: - o Keep to single occupant use only to reduce congestion and contact at all times - o Regularly clean touchpoints, doors, buttons etc., with a sanitiser/disinfectant spray	L
Good Hygiene Principles (Individual)	A, B & C	C	U	L	Good Hygiene practices shall be followed. Employees to be reminded and encouraged on a regular basis to wash their hands for at least 20 seconds with warm water and soap and the importance of proper drying; or use a hand sanitiser when they get home or into work, when they eat or handle food; to avoid touching their eyes, nose, and mouth with unwashed hands. Employees are also reminded where they have either a Cold or an Allergy (Hayfever) that they blow their nose, sneeze or cough and catch these in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Tissues will need to be supplied by the affected employee and a limited supply maybe made available throughout the workplace. To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice Site shall/will maintain good housekeeping of all areas and ensure they are maintained in an "Enhanced Cleaning Standard". On arrival at the site, they should find out where the authorised hand washing locations are located and other special procedures being implemented by the site. Before working on any machine, maintenance, installation or inspection personnel should follow the cleaning/sanitising advice described in this assessment, including cleaning/sanitising panel access handles, latches, support struts etc. where they are to work. All rubbish should be put straight in the bin and not left for someone else to clear up.	L

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Good Hygiene Principles (Workplace / Equipment)	A, B & C	C	U	L	Good Hygiene practices shall be followed. Site shall/will maintain good housekeeping of all areas and ensure they are maintained in an "Enhanced Cleaning Standard". All rubbish should be put straight in the bin and not left for someone else to clear up <u>When working with equipment or vehicles on site:</u> - o Keep to single occupant use only in crane cab - o Jet wash the crane/equipment after each day at work where possible (if sited on crane this may not be applicable) - o Before working on the machine, personnel should follow the cleaning/sanitising advice described in this assessment, including cleaning/sanitising panel access handles, latches, support struts etc., where they are to work. - o Regularly clean touchpoints, doors, handles, steering wheels and levers etc., with a sanitiser/disinfectant spray - o At the close of work each day, cab/platforms should be isolated and secured, preventing unauthorised access to the operating station during out-of-service periods or at sites where they could be subject to intruder break ins. <u>When using mobile devices (PDAs) on site.</u> When using mobile devices to gain client signatures (acceptance/job completion) ask site contact if you can do this on their behalf to maintain social distancing. If client insists on signing themselves, or if this is for excess hours in addition to the contract price, the device needs to be cleaned (wiped down) prior to and following them making their signature; with sanitiser/disinfectant spray. <u>When using radios on site.</u> If radios are to be used, each radio needs to be thoroughly cleaned using sanitising products, particularly around the microphone area, by the user both before and after use as the operation of a radio requires it to be close to the users' face. For this reason, radios should not be shared during the working day and ideally, a radio should be assigned to one person only for the project, and these shall be cleaned at breaks and between shifts.	L
Employee shows symptoms whilst on shift	A, B & C	C	U	L	If a worker develops a high temperature or a persistent cough while at work, they should: • Return home immediately • Avoid touching anything • Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow.	L
Respiratory contamination from fellow workers, colleagues and general public. (Specific to Lifting Operation on-site)	A, B & C	C	U	L	All employees to minimise contact between themselves and other persons must adhere to the "Social Distancing" practice at all times, maintaining 2mtr distances as recommended, where it is safe to do so. There will be situations where it is not possible or safe for workers to distance themselves from each other by 2 metres during the lifting operation (Landing the load safely with tag lines), so it is permissible to work at 1mtr+ but contact duration must be reduced to absolute minimum. Where lifts, man-riding cages or hoists are to be used: - o Keep to single occupant use only to reduce congestion and contact at all times - o Regularly clean touchpoints, doors, buttons etc., with a sanitiser/disinfectant spray	L
Respiratory contamination from fellow workers, colleagues and general public.	A, B & C	C	U	L	All employees are instructed not to use public transport (Buses/Trains/Tube/Taxi's). Travelling to/from work site shall be done by either the individual using their crane/own vehicle or the use of a hire car. Where an employee can make the journey to work on foot, minimise contact between other pedestrians/members of the public by practice "Social Distancing" and maintaining 2mtr distances as recommended. See travelling to site item	L

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Attitude and Behaviours	A	M	O	L	The measures necessary to minimise the risk of spread of infection rely on everyone in the industry taking responsibility for their actions and behaviours. Please encourage an open and collaborative approach between workers and employers on site where any issues can be openly discussed and addressed. Where the employee feels that other persons on site are not respecting "Social Distancing" then politely mention this to the offending individual or raise this with the site management team.	T
Drivers or passengers travelling to site with Lifting Team	A	C	U	L	Procedures in place for Drivers to ensure adequate welfare facilities available during their work as part of the CLC/BuildUK - Site Operating Procedures, version 6 (see note below) Wherever possible workers should travel to work/site or between site locations, alone using their own transport. If workers have no option but to share a vehicle when travelling to site or between site locations, then they should: • Share with the same individuals and with the minimum number of people at any one time • Wherever possible maintain a distance of two metres and avoid touching their faces • Maintain good ventilation (i.e. keeping the windows open) and face away from each other during the journey • Wash their hands for 20 seconds using soap and water or hand sanitiser if soap and water are not available before entering and after getting out of the vehicle • Regularly clean the vehicle using gloves and standard cleaning products, with particular emphasis on handles and other surfaces which may be touched during the journey.	T
Personal Protective Equipment	A	S	O	E	Re-usable PPE should be thoroughly cleaned after use and not shared between workers Single use PPE should be disposed of so that it cannot be reused <u>Use of Respiratory Protective Equipment (RPE).</u> The Workshop should not use RPE for Coronavirus (Covid-19) where the two metre social distancing guidelines are met. <u>Use of Gloves.</u> Gloves will routinely be used to handle equipment such as lifting chains, loads, machine components etc., during work and this should be maintained. The condition of gloves should be regularly checked and where skin is exposed, the gloves should be changed with cleaning/sanitising procedures undertaken before wearing the new gloves.	L
Support staff to operator (lifting team) carrying out the lifting operation.	A, B, C & D	S	O	E	Normal exclusion zone requirements apply meaning that direct supporting workers e.g. 'banksman' are clear of all moving parts of an operational machine, with non-supporting outside of the designated exclusion zone. Where workers need to approach the cab/platform, once permitted to enter the exclusion zone by the operator, they should maintain the required distance (2 metres) and not touch, lean or stand on any part of the machine during the conversation. Hand signals or radio communication should be the main communication method in maintaining segregation and distancing.	L
Rescue Operations	A, B, C & D	S	O	E	Operatives in difficult-to-reach cab/platforms such as mobile tower cranes or MEWPs, who become unwell must be rescued in line with the "rescue plan" for that machine. Where rescue workers need to wear PPE/RPE/ face coverings etc., consideration should be given so that the wearing of any additional equipment does not compromise a rescue worker's ability to work safely and allow the equipment to remain fully functional. Consideration must be given to the limited availability of rescue team personnel and/or equipment, either the emergency services or dedicated response teams, With continual pressures on emergency service resources, the availability or timing of professional medical help may be compromised.	L

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Mental Health	A	C	U	L	Management will promote mental health & wellbeing awareness to staff during the Coronavirus outbreak and will offer whatever support they can to help. Company to operate a regular means of communication of mental health information and open door policy for those who need additional support. Employees encouraged to speak to each other and/or management about mental health issues and other concerns during the "isolation" period.	L
Welfare facilities provided by site to the Lifting Team	A	C	U	L	<u>Canteen and Rest Areas.</u> A canteen is a place that serves food and an NHS QR code must be displayed at the entrance in line with government recommendations. Rest areas where no food is served but which have facilities to prepare and eat food and a means of boiling water are not required to display an NHS QR code. When entering a canteen or rest area face coverings must be worn, except when seated at a table to eat or drink. The following needs to be managed by the site where canteen/rest facilities are provided; • The capacity should be clearly identified at the entry to each facility, and where necessary attendants provided to supervise compliance with social distancing measures • Break times should be staggered to reduce congestion and contact at all times • Drinking water should be provided with enhanced cleaning measures of the tap mechanism introduced • Frequently cleaned surfaces that are touched regularly, using standard cleaning products e.g. kettles, refrigerators, microwaves • Hand cleaning facilities or hand sanitiser should be available at the entrance to any room where people eat and should be used by workers when entering and leaving the area • Seating and tables should be reconfigured to reduce face to face interactions • All rubbish should be put straight in the bin and not left for someone else to clear up • Tables and chairs should be cleaned between each use • Crockery, eating utensils, cups etc. should be disposable or washed and dried between use • Canteen staff should wash their hands often with soap and water for at least 20 seconds before and after handling food. <u>Toilet Facilities.</u> • A restriction the number of people using toilet facilities at any one time and signage used (floor markings), to maintain current social distancing requirements. • Wash or sanitise hands after using the facilities • Enhance the cleaning regimes for toilet facilities, particularly door handles, locks and the toilet flush • Portable toilets should be cleaned and emptied more frequently	L
First Aid and Emergency Service Response	A, B, C & D	S	R	L	The primary responsibility is to preserve life and first aid should be administered if required and until the emergency services attend. • When planning site activities, the site should ensure that the provision of adequate first aid resources (first aiders and first aid kits) are readily available. • Consideration must also be given to potential delays in emergency services response, due to the current pressure on resources	T
Employee "Track 'n' Trace"	A, B, C & D	C	U	L	The company will maintain work records of all site staff (lifting Teams) to assist the test and trace service by keeping a temporary record of our employees shift patterns for a rolling 21 days and assist NHS Test and Trace with requests for that data if needed. This could help contain clusters or outbreaks. Where a site notifies the company that they have had a case of COVID, any affected employees will be notified and where they have visited/attended other sites these will also be informed. Wherever possible, lifting teams will be kept together to reduce the risk of infection.	T

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Employees contact with someone who has tested positive.	A, B, C & D	C	U	L	Employee who have been in close contact with a person who has tested positive with the Original or DELTA Variant of COVID will need to get a PCR test; AND if it is positive then they will still need to self-isolate for 10 days; OR if they have received both doses of the vaccine (& booster Jab), they do not need to Self-Isolate; OR if they have NOT received both doses of the vaccine (& booster Jab), they will need to self-isolate for 10 days Employee who have been in close contact with a person who has tested positive with the OMICRON Variant of COVID will need to get a PCR test; AND if it is positive then they will still need to self-isolate for 10 days; OR if they have received both doses of the vaccine (& booster Jab), they can opt to take daily Lateral Flow Tests for 10 days instead of Self-Isolation; OR if they have NOT received both doses of the vaccine (& booster Jab), they will be advised to get a will still need to self-isolate for 10 days	T
Employees travelling on public transport	A, B, C & D	C	U	L	Employees should make use of company vehicles or own transport to get to/from site. If they can't walk, cycle or drive to their destination, and they have to use public transport they are advised to: ● Travel at off-peak times (Avoid using peak times 05:45 - 7:30 and 16:00 - 17:30) ● Take a less busy route and reduce the number of changes ● Wait for other passengers to get off before boarding ● Keep 2m away from people "where possible" ● Wash their hands for at least 20 seconds after completing their journey The government acknowledges that there may be situations where people can't keep 2m away from each other, such as at busy times or getting on or off public transport. In these cases, the advice is to avoid physical contact and face away from others. Travelling on public transport must also be done whilst wearing a facemask.	T
Local Lockdowns	A, B, C & D	S	O	E	To prevent a nationwide lockdown, the government has put in place a system to facilitate local COVID alert levels to manage the outbreak in their area. Local COVID alert levels ('tiers') are or 'local lockdowns' do not affect the work activities undertaken by the business but may affect how this is done. Employee living within a 'high' or 'very high' tiered area. People who are not able to work from home, but are able to work safely in their workplaces, can do so, provided their workplace remains open. Employees will be able travel to/from their place(s) of work out and in of higher lever areas, but must not make unauthorised detours or stops during their journey. In some cases (very high tier areas) the employee will be required to carry a "worker authorisation" letter and proof of ID. Operational site located within a 'high' or 'very high' tiered area. This specifically includes those in the construction sector who should still be able to travel to and from their place of work, unless there are additional local restrictions in place. Employees will be able travel to/from their place(s) of work in and out of higher lever areas, but must not make unauthorised detours or stops during their journey. In some cases (very high tier areas) the employee will be required to carry a "worker authorisation" letter and proof of ID.	L

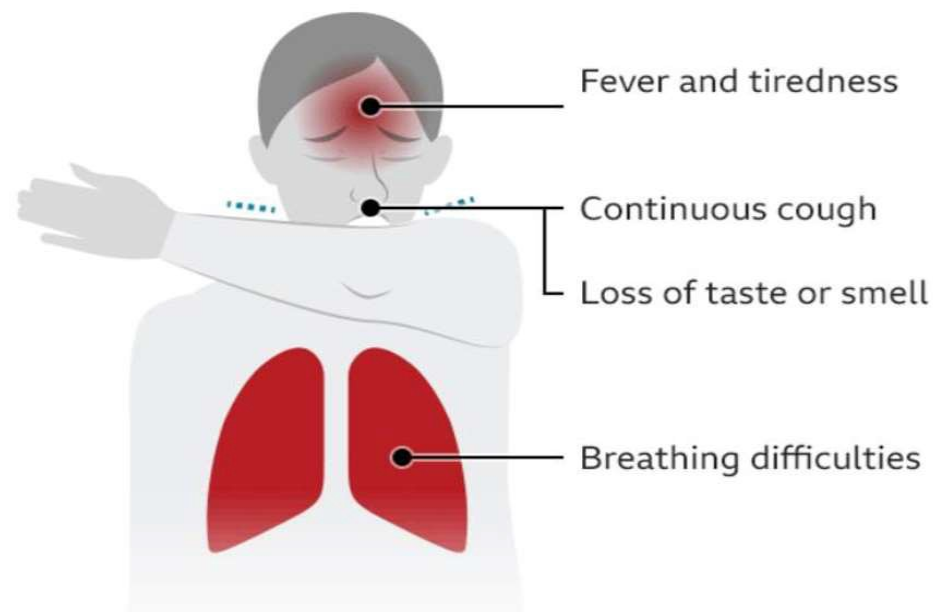
Completion of the Site Specific Register converts this generic risk assessment into a component part of a site specific risk assessment

Assessors Signature:		Name (Print):	D JONES	Assessment Date:	13th December 2025
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Coronavirus Risk Assessment SCA/HS/RA/G/0045, Additional Guidance:

Symptom	Coronavirus	Common cold	Flu	Allergies
Fever	Common	Rare	Common	Sometimes
Dry cough	Common	Mild	Common	Sometimes
Shortness of breath	Common	No	No	Common
Headaches	Sometimes	Rare	Common	Sometimes
Aches and pains	Sometimes	Common	Common	No
Sore throat	Sometimes	Common	Common	No
Fatigue	Sometimes	Sometimes	Common	Sometimes
Diarrhoea	Rare	No	Sometimes*	No
Runny nose	Rare	Common	Sometimes	Common
Sneezing	No	Common	No	Common

*Sometimes for children



Important Information for this assessment

Please note the current CLC/Build UK - Site Operating Procedures are version 9.1 (27/01/2022) have been reviewed when making this risk assessment.

Within the current SOP guidance (version 9.1) the driving requirement has been omitted. This risk assessment covers the companies full work activities including the Driving to and from site and therefore the guidance within CLC/BuildUK - Site Operating Procedures, version 6 is still being referred to within this section of the assessment.

Although it is not a mandatory requirement to wear a face covering in public places, the company advises that where it is a site requirement; or where it is a condition of the premises/shop/transport provider; or where an individual chooses to do so, that a face covering is worn

Construction Leadership Council - Update 1st April 2022

Whilst the Government's Living with COVID-19 plan is clear that the pandemic is not yet over, the removal of the Working Safely during Coronavirus (Covid-19) guidance, along with the health and safety requirement for employers to explicitly consider COVID-19 in their risk assessments, from 1 April 2022 means that the Site Operating Procedures are no longer current and remain available as a reference document.

Assessors Name	K Trenergy
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Task Description:
Driving to and from Site (Vehicular movements on the Public Highway)

THE RISK LEVEL OF THIS
ASSESSMENT HAS BEEN REDUCED
AS LOW AS REASONABLY
PRACTICABLE (A.L.A.R.P.)

Review Date (no later than):	3rd December 2026
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Task Reference:		SCA/GRA/9352 12-25	
Persons at Risk - Affected Groups			
A -	The Driver / Operator	D -	Visitors and General Public
B -	Lifting Team (Appointed Person, Slinger Signaller, etc.)	E -	Environment
		F -	Wildlife (Animals)
C -	Contractors not associated with the Lifting Operation	G -	Clients Property
		H -	Southern Cranes Property

This assessment complies with all UK transport legislation, 'O' Licence requirements and is to be read in conjunction with the relevant equipment Specific Risk Assessment

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Posture – Manual Handling (Driving)	A	M	R	T	Operatives should take regular breaks to prevent long periods in the driving position. Driver should sit in a correct driving position and seating arrangements should be positioned to give optimum posture. Due to the nature of the work, regular changes occur to prevent repetitive or prolonged activity. Health surveillance to be carried out to monitor staff fitness to carry out their duties. Operatives to take care when dismounting the vehicle, making sure they do not make any sudden twists or jarring to their back.	T
Vehicular Equipment - Use of	A	M	F	E	Competent Operatives. Must hold appropriate licence. Licence checks carried out every three months to ensure operator/driver(s) status. Operatives shall report any abnormalities to their supervisor. DO NOT USE vehicles where faults are identified. Ensure regular service and preventative maintenance are carried out at prescribed intervals as per the manufacturers instructions. The vehicle must have the doors secured when travelling and at no time should the doors be left open whilst the vehicle is in motion. Ensure that Driver and any passengers wear the correct safety restraints (seat belts) at all times.	L
Vehicle collision with other vehicles, buildings, pedestrians or animals.	A, B, C, & D	C	O	H	Competent operatives. Operators to observe ground conditions and take particular care on changes of ground levels. Vehicle to be operated in a fluent style (No sudden starts, stops or jolting/erratic driving). Drivers are to observe weather conditions (rain, snow, ice, fog, high winds and sun) and drive accordingly. Vehicles are maintained on a regular basis. Drivers to carry out daily pre-use checks before setting off. Drivers to drive in a defensive and cautious manner. During reversing operations, where vehicle driver does not have a clear view, assistance should be sought. Care to be taken to observe signage and entrance when entering private estates, to avoid collision with barriers in place.	E

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Vehicular Breakdown	A, B, C, & D	N	R	T	On the event of a breakdown or tyre puncture to the vehicle a replacement, vehicle to be requested via vehicle communication system to collect cargo and roadside assistance (breakdown recovery service i.e. AA, RAC etc) to be called out. If the breakdown is on a motorway or dual carriageway, the vehicle is to be parked in the hard shoulder and the driver should leave the vehicle and head up the embankment to be at a safe distance, keeping line of site of the vehicle.	T
Vehicular Maintenance	A, B, C & D	N	R	T	Drivers have been informed that they need to carry out basic vehicle safety checks before they begin their journey. They have been provided with a checklist and information to do this. All vehicles that employees are asked to drive as part of their work activities are maintained in a safe and fit condition. They have a valid MOT (if over 3 years old) and valid insurance.	T
Operative fitness (Ability & Legality etc)	A, B, C, & D	M	R	T	Competent Operatives. Must hold appropriate licence. Licence checks carried out every three months to ensure operator/driver(s) status. Health surveillance to be carried out to monitor staff fitness to carry out their duties. Drivers encouraged to visit an optician annually to check their eye sight. New Employees are to have their driving assessed by a competent person.	T
Employee fitness (ability & health etc)	ALL	M	R	T	All drivers comply with the minimum eyesight standard for driving (Rule 81 of highway code). Anybody who drives as part of their job is sufficiently fit and healthy to do so safely and not put themselves or others at risk. Any reportable medical conditions have been reported to the DVLA (see The "At A Glance Guide to the Current Medical Standards of Fitness to Drive" at: www.dvla.gov.uk/media/pdf/medical/aagv1.pdf) and have been declared on the drivers declaration form.. Health surveillance to be carried out to monitor staff fitness to carry out their duties.	T
Operative fitness (Drugs & Alcohol etc)	A, B, C, & D	M	R	T	Operatives shall not operate the vehicle if effected or under the influence of alcohol, illicit drugs or if taking any medication which may affect their capabilities. (Zero Tolerance – no level of alcohol or illicit drugs to be acceptable). Operatives to inform management of medication either prescribed by their GP or cold/flu remedy being taken.	T
Vehicle Journey and travel scheduling (Planning)	A, B, C, & D	S	R	L	Every journey is a managed journey. Those responsible for journey planning take into account road type, hazards such as road works, accident "black spots", traffic densities, and high-risk features, e.g. schools, height restrictions or weak bridges/road structures. Drivers are given clear route directions. Journey scheduling allows sufficient time for drivers to take account of reasonably foreseeable weather and traffic conditions and to comply with speed limits. Schedules seek to reduce night driving where possible. Guidelines are in place for maximum unbroken driving hours. They are adhered to whenever possible Where operatives have to drive a long distance from their usual place of work or unit base to a work location and the journey is likely to take more than 2 hours, consideration is given to asking staff to travel the night before and stay overnight. Consideration to be made on vehicle restrictions on movement (Abnormal and STGO loads) where specific permissible movement times are in place. Consideration to be made for Congestion Zones and Ultra Low Emission Zone (ULEZ) areas in inner citys and the restrictions on vehicle types entering.	T

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Extraneous Hazards/ Debris. (Road Debris, etc) Tyre/Vehicle damage	A, B, C, & D	S	R	L	Avoid driving/walking over debris that potentially can conceal hidden. (i.e. Plastic bags or puddles that look innocent but hide sharps) Wherever possible avoid Potholes/damaged road surfaces	T
Lone Working	A	M	R	T	Competent Operatives. Operatives to keep in contact with their operational depot/office to ensure safety at all times either on site	T
Use of Mobile Phones	A, B, C, & D	M	R	T	The use of all hand-held mobile communication equipment whilst driving is prohibited. Communication devices are only to be used where they are correctly cradled in the vehicle using prescribed hands-free equipment.	T
Refueling of Vehicles	A, B, C, & D	S	O	E	Fire extinguisher is to be held on vehicle. In the event of a fire operative to ensure passenger and driver leave vehicle. Driver to call for emergency (fire) service. Spills to be reported immediately and cleared as per COSHH Assessment. No smoking or using mobile phones whilst re-fuelling.	L
Load Security	A, B, C, & D	C	R	E	Loads are to be strapped down at all times during transportation to prevent movement (load displacement) All trolleys/lifting aids and stock are to be firmly secured to prevent movement and damage to consignments.	L
Smoking in vehicles	A, B, C, & D	M	I	T	Smoking within company vehicles is prohibited. If the employee requires a cigarette then this must be taken during recommended break periods and outside the vehicle. The correct "No Smoking" signage must be displayed at all times.	T
Vehicle Technology	A, B, C, & D	M	R	T	Where your vehicle is fitted with Satellite navigation, this must be set up before departure to destination. Where the vehicle has a windscreen mounted satellite navigation system, this should be removed before leaving the vehicle, and any suction pad marks wiped clear from the inner glass.	T
Daily Checks and Weekly Inspections	A, B, C, & D	C	O	H	Operatives to make sure daily vehicle checks are carried out before setting off. Operatives should remove any jewellery before carrying out daily checks. Operatives are advised to wear protective gloves before carrying out the checks to prevent any dermatitis ailments from engine/hydraulic oil. Operatives should wash hands after carrying out daily checks.	E
Other road users	A, B, C, & D	S	O	E	Operatives should be courteous to other road users at all times. Where Operatives receive hostile behaviour from other road users they should reduce speed or yield in order to avoid confrontation.	L
Adverse Weather Conditions	A, B, C, & D	C	O	H	Vehicle to be maintained regularly and daily/weekly checks to be carried out to ensure equipment is fit for purpose. Drivers are to observe weather conditions (rain, snow, ice, fog, high winds and sun) and drive accordingly. Drivers to drive in a defensive and cautious manner	E

Completion of the Site Specific Register converts this generic risk assessment into a component part of a site specific risk assessment

Assessors Signature:		Name (Print):	K Treanery	Assessment Date:	4th December 2025
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Assessors Name	D. JONES
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Task Description:
Working at Height - Roof Level

THE RISK LEVEL OF THIS
ASSESSMENT HAS BEEN REDUCED
AS LOW AS REASONABLY
PRACTICABLE (A.L.A.R.P.)

Review Date (no later than):	11th December 2026
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Task Reference:		SCA/GRA/9211 12-25	
Persons at Risk - Affected Groups			
A -	Operator	D -	Visitors and General Public
B -	Lifting Team (Appointed Person, Slinger Signaller, etc.)	E -	Environment
		F -	
C -	Contractors not associated with the Lifting Operation	G -	
		H -	

This document is to be read in conjunction with the relevant Lifting / Plant Equipment, Specific Risk Assessment

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Working in a high level	B & C	S	O	E	Persons involved in roofing work must be protected by either a fall prevention or fall protection system regardless of their distance from the roof edge. Where work is limited to areas of the roof that do not involve anyone going within 2m to the open edge then a system of demarcation should set up. Prevent falls by provision of edge protection. A designated area is acceptable on low sloped roofs if employees are not required to be within 6 feet of the edge. If this is required, then guardrails, restraint lines, or fall protection must be provided when within 6 ft of the edge. Where parapets meet the requirements for a standard guardrail additional fall protection is not required, but if parapet does not provide suitable protection: Provide guard- rail, intermediate rail and toe board. Where this is not practical consider use of mobile anchor system, or lanyard anchorage to rooftop fittings Fragile Roof Access Frames (portable open mesh walkway (either mobile valley or board walk) or fully guarded rolling work platform (roof walk) are to be used where the structural integrity of the roof may be in question along with fall protection commensurate to the system being used. When there is NO other way to provide fall protection including tying off to the roof, a crane hook may be used as an anchor c/w Self Retracting Lifeline (inertia reel) must be used.	L
Floor Conditions	B & C	M	R	T	Uneven surfaces, trip hazards, pipework, etc. Fragility of roof material to be ascertained prior to work commencing. (Also see ground conditions assessment SCA/GRA/9201) Fragile Roof Access Frames (portable open mesh walkway (either mobile valley or board walk) or fully guarded rolling work platform (roof walk) are to be used where the structural integrity of the roof may be in question along with fall protection commensurate to the system being used.	T
Working in proximity to moving equipment	B & C	S	O	E	Guarding provided around equipment Employees reminded not to work in contact with roof furniture/equipment Employees to not work in areas of direct heat/exhaust from equipment Where employees are working in close proximity to equipment, consideration must be made to heat exhaustion etc. Ear defenders and safety goggles provided and worn.	L

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Falling objects (Tools and Equipment)	B & C	C	R	E	Staff to wear appropriate PPE to include non-slip shoes and a safety helmet with chin strap All tools/materials to be secured with a lanyard Nothing should be thrown from the roof. All waste material should be lowered from the roof or taken down within the operators kit bag Access to the area below and adjacent to the roof should be prohibited. Good housekeeping to prevent the build-up of material. Consideration to be taken on whether task needs to be undertaken in high winds	L
Manual Handling	B & C	M	O	L	Minimise need for manual handling by provision of hoists. Provide workers with information on weights of materials.	T
Poor lighting conditions	B & C	M	O	L	Adequate lighting will be provided. All staff are to wear the correct fluorescent clothing when on site.	T
Fall Arrest Equipment	B & C	M	O	L	Harnesses shall be a full body, parachute style restraining device with the attachment point located in the centre of the wearer's back near shoulder level. This will be connected to a lanyard with deceleration device (fall arrest system) and connected to the anchorage point using either a karabiner or scaffold hook connector.	T
Operator Fitness	B & C	N	U	T	Persons working on roofs are to be physically fit. Provided with appropriate PPE to include no slip shoes, hard hat and tool belt.	T

Completion of the Site Specific Register converts this generic risk assessment into a component part of a site specific risk assessment

Assessors Signature:		Name (Print):	D JONES	Assessment Date:	12th December 2025
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Assessors Name	D. JONES
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Task Description:
Use of Ladders

THE RISK LEVEL OF THIS
ASSESSMENT HAS BEEN REDUCED
AS LOW AS REASONABLY
PRACTICABLE (A.L.A.R.P.)

Review Date (no later than):	13th December 2026
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Task Reference:		SCA/GRA/9213 12-25	
Persons at Risk - Affected Groups			
A -	Operator	D -	Visitors and General Public
B -	Lifting Team (Appointed Person, Slinger Signaller, etc.)	E -	Environment
		F -	
C -	Contractors not associated with the Lifting Operation	G -	
		H -	

This document is to be read in conjunction with the relevant Lifting / Plant Equipment, Specific Risk Assessment

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Falls from ladder	A, B & C	C	R	E	Do not over reach when using ladder. Personnel must not carry anything while climbing or ascending a ladder. All materials and other equipment should be hauled by means of hoist, ropes or carry bag. Always maintain three points of contact (two feet and one hand or two hands and one foot) when climbing, descending or working on a ladder Only use up to the top three steps of the stepladder. DO NOT USE TOP THREE STEPS Only one person to be working on a ladder at all times. Always check condition of safety footwear before climbing or descending a ladder (e.g. tread, grease and mud) Over reaching from ladders shall be avoided. Ladders must be set up at the correct angle of 75° or a base to height ratio of 1:4. Do not stand ladders on items to gain extra height (i.e. oil drums, milk crates, pallets etc.), use a longer ladder suitable for the task	L
Slipping away when erected	A & B	C	U	L	Ensure correct angle of ladder. Ground conditions must be firm, level and stable Secure ladder to suitable stable fixing Always secure stepladders on a stable flat floor, ensuring the floor area around base of stepladder is kept clear. If ground is soft consider suitable support. Do not stand ladders on items to gain extra height (i.e. oil drums, milk crates, pallets etc.), use a longer ladder suitable for the task When working from a ladder, avoid overreaching and sideways loading Ladders must be in good order and inspected prior use. Avoid using metal ladders against metal surfaces as the reduced friction makes them more liable to slipping If going or working above 4 steps high, steps to be footed by second person.	T
Serious or fatal injuries from falls slips or falling objects.	B & C	C	R	E	Visually inspect the stepladder for defects before use. Stepladders in a poor state of repair or which are very unstable should be discarded. All ladders must be of sufficient length to extend 1.05m above the landing platform or step-off point.	L

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Damage to property and equipment.	A, B & C	S	R	L	Ladder work shall be restricted to operations that can be carried out with one hand. Ladders must be checked prior to use for wear, tear and any damage that affects safety (e.g. rungs, stiles & dents), and are only to be used in good order (if in doubt do not use the ladder). When carrying ladders to and from the place of work and positioning it safely be aware of your route with regard to in situ obstacles and slips, trips and falls.	T
Persons or vehicles colliding with ladder	B & C	S	U	T	Provision of exclusion zones around working area, suitable signs, cones or fencing Ladder not to be erected or used in traffic routes, unless the area is cordoned off	T
Condition of Ladder	A, B & C	C	R	E	Ladders must be checked prior to use for wear, tear and any damage that affects safety (e.g. rungs, stiles & dents), and are only to be used in good order (if in doubt do not use the ladder). Damaged ladders shall not be used, and are to be removed from the place of work immediately. Never carry out home-made repairs to a ladder, and never use a ladder with existing home-made repairs. Never use a home-made (improvised) ladder Painted ladders shall not be used	L
Equipment (Ladder) quality	A, B & C	M	R	T	Only industrial grade stepladders (Class 1) which have been inspected and included on the Company's ladder register are to be used. Step Ladders must be Class 1 (the highest rated in terms of strength and quality). These ladders are suitable for use in heavy duty industrial applications and environments. BS EN 131 ladders (previously 'Class 2') may be used for light work. No Class 3 (domestic) stepladders are to be used.	T
Stepping from a ladder to a position at height	B & C	S	O	E	Ensure the leaning ladder is capable of reaching the working height (at least 1.05m) beyond the working platform/scaffold for safe access/egress. Ensure the ladder is erected and secured at the correct angle Ensure all fixed vertical ladders to structures have a rest platform every 6mtrs and have fitted safety hoops above 2.2mtrs high.	L
Weather conditions	A, B & C	M	R	T	Always monitor weather conditions (e.g. lightning, wind, rain, snow, ice, temperature and sun) Take extra care when using ladders in wet, icy and cold conditions When using extension ladders, consider effects of windy conditions and their stability	T
Overhead Obstructions	B & C	C	U	L	Beware of overhead obstructions , especially overhead power lines Ensure the ladder has sufficient height to be erected Avoid erecting a ladder directly under an obstacle or the item you are working from	T
Working near electricity	B & C	S	R	L	Aluminium and other metal ladders conduct electricity and shall not be used in close proximity to electronic power cables, or electrical conductors, or where there is the potential of a residual electrical current.	T

Completion of the Site Specific Register converts this generic risk assessment into a component part of a site specific risk assessment

Assessors Signature:		Name (Print):	D JONES	Assessment Date:	13th December 2025
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Additional Guidance:

- Ladders can be a sensible and practical option for low risk and short duration tasks, but they shouldn't automatically be your first choice. Use a ladder when it is identified during the risk analysis that other working at height / access equipment (offering a higher level of fall protection) is not justified, and that a ladder can be used safely.
As a guide, 'short duration' is a task that requires you to be working from a ladder for no more than 30 minutes at a time. If the task will take longer, it's recommended to use alternative access / work at height equipment.
- It's important to emphasise that 'short duration' is not the deciding factor in establishing if it's right to use a ladder. The risk analysis/assessment should consider **Site, Task, Equipment and People** (just remember the short acronym '**STEP**')
 - Establish the safe working height (not platform height) that is required to perform the task
 - How long will the task take to undertake the work. Will it be a short duration? Will it be a single visit?
 - What is the activity being undertaken? Is it simple or complex?
 - Will you be able to position the ladder close enough to the task to avoid you having to over reach?
 - What will the ladder lean against? You need somewhere stable, do not rest a leaning ladder on gutters, tiles and trees as these might give way.
 - Can you maintain a grip? Keep at least one hand on the ladder when climbing and working?
 - Do you need to take other measures to prevent a fall, or reduce injury if you do fall?
 - Maintain three points of contact with the ladder wherever possible.
 - Will you be able to position the ladder close enough to the task to avoid you having to over reach?
 - Avoid side-on working as that force could cause the ladder to topple. Face the task and never work facing backwards.

- **Platform and Working Height – The Main Difference**

In certain circumstances, the lifting team may need to be able to climb ladders to certain heights, carry out tasks, then move to another location easily, especially where the load points for affixing the lifting tackle are located in a raised position. Both these terms are used in connection with ladders, so it is important to understand these terms.

Basically, 'platform height' describes the height that a ladder can be elevated to – i.e. how far that ladder is from the ground. In contrast, 'working height' refers to the area that people of average height can reach, when using that ladder. To put it another way, while you are using a ladder, 'platform height' describes the position of your feet - whereas 'working height' describes what you can touch. If you are retrieving items from shelves, for example, the working height is the height of the most inaccessible shelf. For this reason, working height is always higher than platform height.

Assessors Name	D. JONES
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Task Description:
Works near or within Airport Premises

THE RISK LEVEL OF THIS
ASSESSMENT HAS BEEN REDUCED
AS LOW AS REASONABLY
PRACTICABLE (A.L.A.R.P.)

Review Date (no later than):	12th December 2026
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Task Reference:		SCA/GRA/9217 12-25	
Persons at Risk - Affected Groups			
A -	Operator	D -	Visitors and General Public
B -	Lifting Team (Appointed Person, Slinger Signaller, etc.)	E -	Environment
		F -	
C -	Contractors not associated with the Lifting Operation	G -	
		H -	

This document is to be read in conjunction with the relevant Lifting / Plant Equipment, Specific Risk Assessment

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Working in the vicinity of aerodromes	A, B C & D	S	U	T	Cranes have a direct effect on sightlines, radar and safeguarding criteria. Mobile and Tower cranes, expected to be in situ for periods of up to 90 days are to be notified through the means of a Notice to Airmen (NOTAM) to the CAA by the hiring organisation. It is important that sightlines from the Visual Control Room are not degraded by any crane operation, and consideration at the works planning stage must involve aerodrome personnel. The airfield Manager is to be notified of the lifting operation 28 days prior to the crane arrival on site and at the time the crane rigging operation commences by the client site. All operatives to be instructed through Toolbox Talks and made aware of the content of this Risk Assessment. CHANGES TO UK CIVIL AVIATION AUTHORITY (CAA); AIR NAVIGATION ORDER - CAP1096 - CRANE NOTIFICATION CHANGE IN MARCH 2022 Interim notification requirements make provisional changes to how/when a crane is notified by the client / site owner. Notification is required if a crane is: - to be used within 6 km of the aerodrome/airfield and its height exceeds 10m Above Ground Level (AGL) or that of surrounding structures or trees, if higher or - is to be operated at or above a height of 100m AGL regardless of location	T

Collision with aircraft (pilot unaware of crane jib)	A, B C & D	S	U	T	All cranes, regardless of where they are working are fitted with a red light positioned on the upper most point of the crane jib where they are required to and capable of working above 91.4metres All cranes working within a distance of 18km from an aerodrome or airfield and at a height of 10m or that of the surrounding structures (trees) are required to be fitted with a red light positioned on the upper most point of the crane jib. All cranes erected within an aerodrome or airfield must be fitted with a red light positioned at intermediate levels spaced so far as practicable equally between the top lights and ground level at intervals of not more than 52m, in addition to the upper most point of the crane jib. The red light to be fitted to the crane jib must be of medium intensity 50w LED (2000 candela) and produce a steady emission of light. Distracting lights to either pilots or air traffic controllers must be avoided Works should not proceed during poor visibility due to misty and foggy weather conditions	T
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Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Stability of Crane (Mobile)	A, B C & D	M	R	T	The location of the erected crane in relation to the building/structure building could be capable of generating adverse vortices which potentially could cause issues with crane stability is to be considered at the planning stage. As vortices are the wake (downwash) from aircraft, this disruption of airflow can affect the crane boom and any load being lifted and must be considered in the lifting operation plan Extreme care to be taken when lifting flat/sheet items as these are likely to cause a sail effect if caught by an aircraft vortex	T
RADAR interference	A, B C & D	M	R	T	Consideration must be made at the lifting operation planning stage for the position of the crane to prevent Radar reflectivity ('Black holes' in Radar coverage) leading to partial blind spots for Air Traffic Control Radar signals could have an adverse effect on the cranes safe operation, so cranes shall not be rigged directly in front of transmitters	T

Completion of the Site Specific Register converts this generic risk assessment into a component part of a site specific risk assessment

Assessors Signature:		Name (Print):	D JONES	Assessment Date:	13th December 2025
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Assessors Name	D. JONES
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Task Description:
Works near or with Access Equipment (Mobile Elevated Work Platforms - MEWP)

THE RISK LEVEL OF THIS
ASSESSMENT HAS BEEN REDUCED
AS LOW AS REASONABLY
PRACTICABLE (A.L.A.R.P.)

Review Date (no later than):	12th December 2026
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Task Reference:		SCA/GRA/9219 12-25	
Persons at Risk - Affected Groups			
A -	Operator	D -	Visitors and General Public
B -	Lifting Team (Appointed Person, Slinger Signaller, etc.)	E -	Environment
		F -	
C -	Contractors not associated with the Lifting Operation	G -	
		H -	

This document is to be read in conjunction with the relevant Lifting / Plant Equipment, Specific Risk Assessment

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Collision of Plant Equipment	A, B & C	C	O	H	Mobile Access Equipment is not to be operated within the working area whilst a lifting operation being undertaken Where Mobile Access Equipment enters into the working radius of the lifting operation, the lifting operation is to cease. Mobile Access Equipment must be rigged outside the working radius or where required during the lifting operation, outside the working area of the crane. Where a Mobile Access Equipment is required to assist in the rigging/de-rigging of jib/boom extensions or luffing fly jib, this is to be done with the crane engine off. Mobile Access Equipment operatives are to be trained and competent All Mobile Access Equipment operatives are to work from inside the man riding cage and be connected to the Mobile Access Equipment by fall arrest lanyard	E
Overhead Hazards	A, B & C	C	O	H	Competent Operatives. Mobile Crane to reduce main boom to minimal extension prior to the access equipment entering the work area Mobile Access Equipment to be Mobile Access Equipment must be rigged outside the working radius or where required during the lifting operation, outside the working area of the crane. Where a Mobile Access Equipment is required to assist in the rigging/de-rigging of jib/boom extensions or luffing fly jib, this is to be done with the crane engine off.	E
Mobile Access Equipment and Lifting Equipment	A, B & C	C	R	E	Competent Operatives NO item of mobile access equipment is to be used for lifting purposes (this includes being carried inside the man riding cage. All tools required are to be fitted to the operative by tool belt	L

Completion of the Site Specific Register converts this generic risk assessment into a component part of a site specific risk assessment

Assessors Signature:		Name (Print):	D JONES	Assessment Date:	13th December 2025
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Assessors Name	K. TRENERRY
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Task Description:
General Works Environment - Weather Conditions

THE RISK LEVEL OF THIS
ASSESSMENT HAS BEEN REDUCED
AS LOW AS REASONABLY
PRACTICABLE (A.L.A.R.P.)

Review Date (no later than):	11th December 2026
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Task Reference:		SCA/GRA/9229 12-25	
Persons at Risk - Affected Groups			
A -	Operator	D -	Visitors and General Public
B -	Lifting Team (Appointed Person, Slinger Signaller, etc.)	E -	Environment
		F -	
C -	Contractors not associated with the Lifting Operation	G -	
		H -	

This document is to be read in conjunction with the relevant Lifting / Plant Equipment, Specific Risk Assessment

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Windy Conditions	A & B	S	O	E	An assessment of work environment shall be made in windy conditions, prior to work being carried out. Wind speeds that exceed 18m/s shall not be considered in exposed roof areas, or where climbing is required.	L
Electrical Storms	A & B	S	O	E	An assessment of work environment shall be made where there is a threat of lightning prior to work commencement Cranes are to be made safe and not operated during electrical storms Guidance will need to be taken by Met Office where a forecast has been made.	L
Heavy Rain	A & B	M	O	L	Operatives to be issued with wet weather protective clothing. Employees to avoid close working with electricity in bad weather Appropriate waterproof outdoor clothing	T
Snow / Ice	A & B	M	O	L	Employees to keep warm when working in cold conditions, as this will reduce dexterity. Appropriate winter outdoor clothing Regular breaks in a warm area Hot drinks available All snow / ice to be removed from the crane boom and all items that can affect the safe lifting operation (excess weight) prior to any works commencing.	T
Sunny Conditions	A & B	M	O	L	Keep skin covered and apply protective creams. Maximum use of sun glasses/eye protection to prevent eye exposure/damage due to sunlight. Avoid prolonged periods in direct sunlight to prevent heat exhaustion/sun burn. Advice given on dangers of overexposure to sun and protection i.e. suncreams, head covering, work in the shade during the middle of the day if possible Comfortable clothing. Regular breaks and drinks available.	T

Completion of the Site Specific Register converts this generic risk assessment into a component part of a site specific risk assessment

Assessors Signature:		Name (Print):	K TRENERRY	Assessment Date:	12th December 2025
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Assessors Name	D. JONES
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Task Description:
Un sighted or Partially Sighted Loads (at pick-up / placement area and during the movement of the load)

THE RISK LEVEL OF THIS
ASSESSMENT HAS BEEN REDUCED
AS LOW AS REASONABLY
PRACTICABLE (A.L.A.R.P.)

Review Date (no later than):	12th December 2026
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Task Reference:		SCA/GRA/9250 12-25	
Persons at Risk - Affected Groups			
A -	Operator	D -	Visitors and General Public
B -	Lifting Team (Appointed Person, Slinger Signaller, etc.)	E -	Environment
		F -	
C -	Contractors not associated with the Lifting Operation	G -	
		H -	

This document is to be read in conjunction with the relevant Lifting / Plant Equipment, Specific Risk Assessment

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Movement of loads where load can be unsighted by operator.	A, B, C & D	S	R	L	If a safer path for the load is available, it must be prioritized and regarded as the preferred method. Whenever possible, avoid blind lifts or lifts near structures. Instead, relocate the loads to wider, clearer areas for lifting. Crane operator to have clear visibility of the load at all times or the lifting operation must be to be controlled by a slinger/banks-man, by an appropriate means of communication. The on-site communications to be utilised will be direct instructions made by and limited to the Lift Supervisor or designated Slinger/Signaller(s) unless it is for emergency calls. Accurate and clear communication is vital for safety, as the persons directing the crane operator are acting as their "eyes and ears", guiding them in lifting, moving, and placing loads.	T
Communication between the Lifting Team	A, B, C, D & E	S	R	L	The on-site communications to be utilised will be direct instructions made by and limited to the Lift Supervisor or designated Slinger/Signaller(s) unless it is for emergency calls. This will ensure all parties involved in the load movement operation, work as a single team, under a single instruction. For all on site verbal communications, the language to be used will be English to prevent any confusion. The signals and signalling systems to be used are confirmed with all associated personnel in accordance with the BS7121, Part 1 The Safe Use of Cranes - General and listed in next section. Accurate and clear communication is vital for safety, as the persons directing the crane operator are acting as their "eyes and ears", guiding them in lifting, moving, and placing loads. All visual manual signal communications will be carried out as per the hand signals listed in BS7121 without deviation, where there is a clear line of sight. Where the load can become unsighted by the crane operator at any time during the lifting operation, communications between the lifting team shall be maintained by means of multi-channel two-way radios, where there is no clear line of sight. Any lifts carried out in clear line of sight will be conducted via hand signals. When using of radio communication, the lift supervisor will ensure that the signal strength, range, frequency, durability, and level of battery charge of the equipment is considered and is suitable for the site location and the work being undertaken. The Lift Supervisor will ensure the radios are tuned into the correct channel and that the selected channel is free from interference / other users.	T

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls																																																												
Commands/Instructions to a crane operator.	A, B, C & D	S	R	L	The verbal controls used shall be as contained within the Approved Code of Practice BS7121 Part 1. The Safe Use of Cranes - General, and as per the information below; <table><thead><tr><th>No.</th><th>Voice Command</th><th>based upon BS7121 Annex F, table F1</th></tr></thead><tbody><tr><td>1</td><td>"Start Operations"</td><td></td></tr><tr><td>2</td><td>"Stop Operations"</td><td></td></tr><tr><td>3</td><td>"Take the Weight"</td><td></td></tr><tr><td></td><td>"Raise"</td><td></td></tr><tr><td></td><td>"Lower"</td><td></td></tr><tr><td></td><td>"Raise Slowly"</td><td></td></tr><tr><td></td><td>"Lower Slowly"</td><td></td></tr><tr><td>4</td><td>"Slew Left"</td><td>(Operators left)</td></tr><tr><td></td><td>"Slew Right"</td><td>(Operators right)</td></tr><tr><td>5</td><td>"Jib Up"</td><td></td></tr><tr><td></td><td>"Jib Down"</td><td></td></tr><tr><td>6</td><td>"Extend Jib"</td><td></td></tr><tr><td></td><td>"Retract Jib"</td><td></td></tr><tr><td>7</td><td>"Travel to me"</td><td>(Note the operator needs to know your position)</td></tr><tr><td>8</td><td>"Travel from me"</td><td>(Note the operator needs to know your position)</td></tr><tr><td>9</td><td>"Cease Operations"</td><td></td></tr><tr><td>10</td><td>"Emergency Stop"</td><td>(Any person can raise the Emergency Stop, not just the signaller in charge of the move)</td></tr><tr><td>11</td><td>"Change Control"</td><td>(Change / Handover Person in control of lift operation)</td></tr><tr><td>12</td><td>"Hold"</td><td>(Used if "Signaller" requires to change position)</td></tr></tbody></table> The signaller should repeat the command continuously for as long as movement/motion is required, ("Lower slowly, lower, lower, lower, lower, lower, lower, stop".) pausing only for breath. As long as the crane operator can hear the command, it is clear the radio is working. If the commands cease before the final "Stop" the operator knows communication is lost and will stop all crane operation movements. IF THE OPERATOR HAS A BREAK IN COMMUNICATION - ALL LIFTING MOVEMENTS MUST CEASE IMMEDIATELY. A TWO SECOND WAIT - IS TOO LATE "Left" and "Right" are defined from the viewpoint of the crane operator sitting at the controls looking out toward the load (this means they are likely to be the reverse of the signaller).	No.	Voice Command	based upon BS7121 Annex F, table F1	1	"Start Operations"		2	"Stop Operations"		3	"Take the Weight"			"Raise"			"Lower"			"Raise Slowly"			"Lower Slowly"		4	"Slew Left"	(Operators left)		"Slew Right"	(Operators right)	5	"Jib Up"			"Jib Down"		6	"Extend Jib"			"Retract Jib"		7	"Travel to me"	(Note the operator needs to know your position)	8	"Travel from me"	(Note the operator needs to know your position)	9	"Cease Operations"		10	"Emergency Stop"	(Any person can raise the Emergency Stop, not just the signaller in charge of the move)	11	"Change Control"	(Change / Handover Person in control of lift operation)	12	"Hold"	(Used if "Signaller" requires to change position)	T
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11	"Change Control"	(Change / Handover Person in control of lift operation)																																																																
12	"Hold"	(Used if "Signaller" requires to change position)																																																																
Lifted Load coming into contact with work equipment or structures	A, B, C & D	S	R	L	When working in close proximity to installation structures, an additional Slinger/banksman/look out must monitor the crane boom head distances, assisting the operator. A minimum of two competent persons must be in attendance to monitor both the pick up and landing positions. Equipment must be positioned to reduce the risk of the load striking a person or the load drifting, falling freely or being released unintentionally so far as reasonably practicable. At no time must the safe working load (SWL) or working load limit (WLL) or number of persons figure be exceeded. If you don't know the weight of the load, err on the side of caution.	T																																																												
Lifted load being raised or lowered behind an object that affects the operators view	A, B, C & D	S	R	L	Crane operator to have clear visibility of the load at all times or the lifting operation must be to be controlled by a slinger/banks-man, by an appropriate means of communication. A minimum of two competent persons must be in attendance to monitor both the pick up and landing positions. The Slinger-Signaller should not assist in the landing of the load where they are required to give the unsighted operator clear unambiguous instructions, and must have a clear view of the load, hoisting ropes and the crane jib. Slinger/banks-man to use control ropes (Tag lines) attached to the load	T																																																												

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Transfer of a load between two signallers either by line of sight or through radio communication.	A, B, C & D	S	R	L	Crane operator to have clear visibility of the load at all times or the lifting operation must be to be controlled by a slinger/banks-man, by an appropriate means of communication. A minimum of two competent persons must be in attendance to monitor both the pick up and landing positions. The Signaller or person providing the instructions to the Crane Operator will cease lifting operations where the load has the potential to leave his vision. The Signaller will confirm check that the operator has sight of the load he is moving. The Signaller will confirm check that the operator has sight of the Signaller . If these are not confirmed, the Signaller will hand over to the operator after checking that either line of sight or radio communication is established with the operator. If another Signaller is not available the current signaller will indicate to the operator to "Hold" the lift operation until a position change has been made and confirmed to the operator to start operations. Signaller will hand over to new Signaller and once contact is established will ensure no transmission is sent until the load is landed.	T
Slinger / Signaller positioning and travel around site.	A, B, C & D	S	R	L	Slinger / Signaller shall be mindful of their surroundings at all times. Avoid walking over debris that potentially can conceal hidden. (i.e. Plastic bags or puddles that look innocent but hide sharps) Signaller shall ensure that they are aware of all hazards in their directing position, and make sure they are not placing themselves in a position of danger. Signaller to ensure that they can be see the load at all times. If the Signaller is directing the load using hand signals they must have full sight of the crane operator and the load at all times. If the crane operator loses sight of the signaller and/or verbal communication the lifting operation must cease immediately.	T
Lifted Load coming into contact with work equipment or structures	A, B, C, D & E	S	R	L	Crane operator to have clear visibility of the load at all times or the load to be controlled by a slinger/banks-man, by an appropriate means of communication. Slinger/banks-man to use control ropes (Tag lines) attached to the load Barriers or Banks-man/look-out to be employed at specific areas where public interface cannot be completely avoided	T

Completion of the Site Specific Register converts this generic risk assessment into a component part of a site specific risk assessment

Assessors Signature:		Name (Print):	D JONES	Assessment Date:	13th December 2025
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Reference was made to the following documents when producing this risk assessment;

BS7121 Part 1 Code of Practice to Safe Use of Cranes - General
BS7121 Part 3 Code of Practice to Safe Use of Cranes - Mobile Cranes
OfCom - OFW77 - Business Radio Communication for Tower Cranes

PLEASE NOTE:

During load movements with a crane there will be a reaction time from visually or verbally receiving an instruction and the operator reacting to stop operations.

Signallers are reminded to be aware of this reaction time when making instructions to the crane operator.

If the Crane Operator loses communication with the Signaller for whatever reason, the **LIFTING OPERATION MUST CEASE IMMEDIATELY.**

There is no two second rule in safety, to wait will always be too late.

Assessors Name	D. JONES
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Review Date (no later than):	8th December 2026
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Task Description:
Access / Egress into and from the drivers cab (Working at height)

THE RISK LEVEL OF THIS
ASSESSMENT HAS BEEN REDUCED
AS LOW AS REASONABLY
PRACTICABLE (A.L.A.R.P.)

Task Reference:		SCA/GRA/9359 12-25	
Persons at Risk - Affected Groups			
A -	The Driver / Operator	D -	Visitors and General Public
B -	Lifting Team (Appointed Person, Slinger Signaller, etc.)	E -	Environment
		F -	Wildlife (Animals)
C -	Contractors not associated with the Lifting Operation	G -	Clients Property
		H -	Southern Cranes Property

This assessment complies with all UK transport legislation, 'O' Licence requirements and is to be read in conjunction with the relevant equipment Specific Risk Assessment

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Climbing into and out of drivers cab, using access steps. (Access/Egress of Operators Cab)	A	M	O	L	Ensure access steps are free from contamination (mud, etc.) Keep steps clear of materials by good housekeeping and provision of storage. Ensure access steps are free from defect (including attachment points and surfaces), and record on daily check and weekly inspection report. Make use of hand rails and grab rails provided Ensure handholds are in suitable positions to open doors and enter & leave cab safely. Maintain three points of contact whilst entering and exiting crane. DO NOT jump from drivers cab. Personnel are not to carry anything while entering or exiting drivers cab Ensure suitable footwear provided is kept clean and tread is free of debris. Where practical, operators are to open the drivers cab door before getting up onto drivers cab.	T
Operator Fitness	A & B	N	I	T	Persons must be physically fit to climb/descend the drivers cab. Provided with appropriate footwear (none slip shoes).	T

Completion of the Site Specific Register converts this generic risk assessment into a component part of a site specific risk assessment

Assessors Signature:		Name (Print):	D JONES	Assessment Date:	8th December 2025
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Assessors Name	D. JONES
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Task Description:
The use of a diesel powered Mobile Crane to unload, Load and lift into position various loads as identified on the Method Statement.

THE RISK LEVEL OF THIS
ASSESSMENT HAS BEEN REDUCED
AS LOW AS REASONABLY
PRACTICABLE (A.L.A.R.P.)

Review Date (no later than):	15th December 2026
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Task Reference:		SCA/SRA/9101 12-25	
Persons at Risk - Affected Groups			
A -	Operator	D -	Visitors and General Public
B -	Lifting Team (Appointed Person, Slinger Signaller, etc.)	E -	Environment
		F -	
C -	Contractors not associated with the Lifting Operation	G -	
		H -	

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Vehicle collision with other vehicles, buildings or pedestrians.	A, B, C & D	C	O	H	Competent operatives. Operator to observe ground conditions and take particular care on changes of ground levels. Machine to be operated in a fluent style (No sudden starts, stops or jolting/erratic driving. Drivers are to observe weather conditions (rain, snow, ice, fog, sun) and drive accordingly. Vehicles are maintained on a regular basis. Vehicles are to be unloaded/loaded in designated areas only. Use the horn and flashing amber lights to warn of crane approach Operatives not directly associated with the lifting operation will be prevented from entering the work area (Exclusion Area). Mobile phones shall not be used whilst undertaking driving duties. Barriers or Banks-man/look-out to be employed at specific areas where public interface cannot be completely avoided	E
Overturning Crane	A, B, C, & F	C	O	H	Avoid gradients exceeding the maximum specified for the crane. Ensure ground conditions are suitable for crane and load carried. Carry out survey of underground services to ensure no hidden hazards Use correct amount of matting to distribute cranes weight. Ensure the hoist rope is vertical, NEVER drag items/loads. Minimise crane jib extensions. Keep within the cranes operational constraints, if the audible warning sounds, crane working outside these parameters. No crane operation to be carried out in wind conditions in excess of 9.8m/s (21mph) De-rate/reduce SWL as appropriate for different configurations	E
Crane Stability	A, B, C & D	C	O	H	Outriggers to be deployed as per Manufacturer's Instructions. Crane to be operated within recommended working limits. ASLI limits not to be exceeded Crane to be set up on flat ground and placed upon suitable matting (Timber, Nylocast or Metal & Wood)	E

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Irregular, unusual Machine Movements.	A, B, C & D	C	O	H	Regular Statutory Inspections Daily operative visual inspections. If in an event of any unexpected or irregular machine movements the operative shall stop working, make the crane safe and report to management immediately. Daily Check & Weekly Visual Inspection Log to be completed	M
Crane Movements (General)	A, B, C & D	C	O	H	ONLY Authorised, competent personnel who have been trained and certified to operate the vehicle shall use the Crane. Operatives shall not operate the Crane if effected by alcohol, illicit drugs or if taking medication which may affect their capabilities. Operatives to inform management of medication being taken Operatives shall, at all times:- • Observe site and local speed limits. • Avoid turning on an incline. • Avoid rough terrain. • Use designated traffic routes. • Use seat belts or a restraining device. • Use mirrors and where vision is impaired a slinger/banks-man be employed. Crane NOT to be travelled around Facility or site with the "Jib Up" On completion of work, Parking brake to be applied, keys to be removed from ignition and the cab to be secured.	M
Climbing into and out of substructure cab, using ladder to access crane deck. (Access/Egress of Operators Cab)	A	M	O	L	Ensure access steps are free from contamination (mud, etc.) Keep decks clear of materials by good housekeeping and provision of storage. Ensure access steps and ladders are free from defect (including attachment points and surfaces), and record on daily check and weekly inspection report. Make use of hand rails and grab rails provided Ensure handholds are in suitable positions to open doors and enter & leave cab safely. Maintain three points of contact whilst entering and exiting crane. DO NOT jump from crane. Personnel are not to carry anything while entering or exiting crane Ensure suitable footwear provided is kept clean and tread is free of debris. Where practical, operators are to open the crane cab door before getting up onto crane superstructure.	T
Stuck or trapped by crane or load	A, B, C & D	S	P	H	Do not carry or suspend loads over people Operatives are instructed not to place themselves between a lifted load and stationary item or structure. Where practical separate people and traffic from crane and load. (e.g. clearly marked enclosures, barriers and signs) A 500mm wide minimum clearance for slewing cranes and any fixture. Wear suitable Head, Foot and eye protection plus high visibility clothing	M
Work Area (Contact with work equipment or structures)	A, B, C & D	S	R	L	Crane operator to have clear visibility of the load at all times or the load to be controlled by a slinger/banks-man, by an appropriate means of communication. Slinger/banks-man to use control ropes (Tag lines) attached to the load Barriers or Banks-man/look-out to be employed at specific areas where public interface cannot be completely avoided	E
Personal Protective Equipment	A, B, C & D	S	O	E	Protective Footwear to be worn at all times. Gloves are to be worn when handling of the materials/loads cannot be avoided. Head Protection to be worn at all times when the employee(s) is not operating crane.	L

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Noise	A, B, C, D & E	M	O	L	Noise levels should not exceed first action level of 80db (A) when ear defenders are worn. All work equipment is regularly maintained. Restrict operating at higher rpms Noise levels of Crane's to be measured after 3 years. Health Surveillance on operator to be implemented and monitored.	T
Overhead Hazards (Cables, etc.)	A, B, C & D	C	O	H	Overhead warning signs to be in place when working in areas identified with cables. Only drive with the Crane mast in a low position. Do not drive over any unprotected cables; assess traffic routes prior to setting off. Overhead cables and obstructions are identified during the work planning stage. Recommendations contained in HSE Guidance note GS6 should be adhered to when working in proximity to Overhead Cables (Electricity) Banks-man should be used where full visibility is impaired, or during difficult manoeuvres. Height of cable from ground level should be displayed on warning signs. Banks-man to be employed when working close to Overhead Cables.	E
Attachment and Use of Lifting accessories during a lifting operation.	A, B, C & D	C	R	E	The hook is fitted with a retainer to prevent the slings from slipping out. Check that the hook is in good condition and the retainer is operating correctly The slings or chains should be of the right capacity and in good condition and arranged so that they do not get tangled with each other. Do not overcrowd the hook, use a 'O' ring and shackles where multiple slings need to be attached to the hook.. The load distribution of the lifting accessories/attachments must balance the forces that arise during the lifting operation should be established, and never exceeded. The weight of the lifting accessories/attachments should be part of the calculated along with the weight of the hook block shall be taken into account when determining the net weight. Do not exceed the lifting capacity of the individual or collective lifting accessories being employed in the working configuration.	L
Manual Handling	A, B, C & D	M	O	L	Competent Operatives All operatives to have undertaken Manual Handling Training. Operatives have and understand Manual Handling Assessment	T
Adverse Weather Conditions	A, B & C	S	R	L	No crane operation to be carried out in wind conditions in excess of 9.8m/s (20mph) Manufacturers handbook to be consulted for Make/Model specific requirements (wind) Crane operations to be avoided where the threat of lightning is identified.	T
Lifting Capacity and Main Boom Deflection	A, B, C & D	S	O	E	Lifting capacity varies with the boom length and working radius and damage can occur to the crane and/or reduced stability when working with a heavy load and long boom. When lifting a load the boom flexes and increases the working radius, and is more noticeable with a heavier load or long boom. Allow an extra margin below the rated lifting capacity to compensate for the increased working radius. Overload due the increased flexure of the boom when the load is lifted suddenly. Lift / Hoist the load vertically and pause briefly when the load is just off the ground to confirm there is no overload. Then resume lifting / hoisting. Do not exceed the lifting capacity of the crane. If unsure of the lifting capacity, always check the rated lifting capacity indicator or the manufacturers duty chart. Always check that all safety devices and warning systems are functioning properly. Do not operate a crane if any of the safety devices or warning systems are faulty.	L

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Unauthorised Crane Movement	A, B, C & D	C	R	E	Crane is to be secured at all times when not in use. Do not leave keys in an unattended vehicle. Keys must be retained with the operator. All Cranes are fitted with an immobiliser and have trackers installed..	L
Working at heights above 2 metres	A, B, C & D	S	O	E	Each crane shall carry a ladder of suitable length and strength to enable where possible works 2m and above. Operatives shall wear a harness and secure this using a lanyard to the crane. Where this cannot be achieved, the use of a work platform should be utilised.	L
Use of Ladders (Steps)	A	C	R	E	Ladder to be placed on a flat/suitable surface. Ensure the ladder is secure and fully open Do not use top tread as a work platform and ensure operatives knee stays below this level. Ensure the three point rule is adhered to when working on the ladder.	L
Operating using the Bluetooth Remote Control Unit (Where Fitted)	A, B, C & D	S	R	L	Crane operator to have clear visibility of the load at all times or the load to be controlled by a slinger/banks-man, by an appropriate means of communication. While using remote, be aware of your surroundings to avoid being crushed between the plant and materials, or fixed structures when operating the crane. Crane fitted with safety device and will not continue to operate if signal is lost. Never use the remote while undertaking tasks other than manoeuvring the load with the crane. Before commencing operations using the remote control, ensure that Bluetooth is set (paired) correctly with the crane and that no other equipment is using the same control frequency (set-up) on site. Misuse of the remote may result in harm to persons or property.	T
Crane rigging / derigging and alterations to the crane configuration (i.e. adding fly jib or changing the hook block)	A, B, C & D	S	R	L	Only trained and licensed operators/riggers shall be involved in the assembly/disassembly or re-configuration of the crane (re-reeving of crane hook, connecting additional counterweight or applying the fly-jib assembly). Establish a clear working zone and obstruction free area using barricades and safety tape. Counterweight (ballast) to only be lifted into position using the correct slings attached to the designated lifting points provided. An experienced operator/rigger must be in a position to observe the mounting of the counterweight with clear communication to the crane operators. Ensure suitable personal safety equipment is worn when carrying out this operation using a full safety harness and inertia reel where practicable, with helmet, protective glasses, safety boots and gloves as required. Ensure that the wire hoist rope is secured in place and all rope is taut (avoid slack rope). Where the crane ropes are reeved round pulleys or sheave wheels, that the rope is not snagged or routed around a retaining frame or structural part. Ensure all access and egress points are free of contaminants such as oil, grease, water etc. When connecting/disconnecting hydraulic quick couplers the engine must be shut down, and hydraulic system de-pressurised. Remove dust caps before assembly and re-fit after disassembly. Ensure quick couplers are contaminate free and ensure hydraulic hoses are matched. Check all locating pins and pinholes to ensure that they are free of contaminants. Align and match all other connections to ensure smooth placement and connect retaining pins.	T
Obstruction to emergency vehicles	A, B, C & D	S	P	H	Carry out an impact assessment of road closure to emergency vehicles Ensure emergency services and other road users are aware of alternate routes.	E

Identified Hazards	Affected Groups	Severity	Probability	Risk Level before Controls	Control Measures (training, physical etc.)	Risk Level with Controls
Maintenance and Statutory Inspections	A, B, C & D	C	O	H	Inspections to be carried out every 12 months as per statutory requirements. Planned Preventive Maintenance to be carried out at regular intervals as per manufacturer's instructions. Only Shackles, Chains, Web-slings that have a current test certificate and have had a recorded thorough 6 monthly examination are to be used. Competent Operatives. Where there is a possibility of persons being lifted on a platform, the crane must be inspected every six months Daily Check & Weekly Visual Inspection Log to be completed Lifting Accessories to be inspected prior to being put to use. Annual Roadworthiness checks carried out on all Cranes as recommended.	E
Refuelling of Crane - Diesel. (Top Engine)	A, B, C, D & E	S	O	E	Gloves to be worn. Fire extinguisher is to be held on Crane. In the event of a fire, operative to leave Crane and call for emergency (fire) service. Spills to be reported immediately and cleared as per COSHH Assessment. No smoking whilst re-fuelling. Fuel to be drawn from the cranes local operating depot or from an on-site bunded fuel tank.	L
Refuelling of Crane. (Road Engine)	A, B, C, D & E	S	O	E	Gloves to be worn. Fire extinguisher is to be held on Crane. In the event of a fire, operative to leave Crane and call for emergency (fire) service. No smoking whilst re-fuelling. Fuel to be drawn from the cranes local operating depot or in extreme cases from local fuel provider / service station.	L
Whole Body Vibration	A	C	R	E	New Machine. Vibration levels of Crane to be monitored after 3 years' service. Top Module seating is independently mounted from the chassis and the seat has full suspension with 4 shock absorbers. Operative to take regular breaks from driving. Statutory Inspections. Health Surveillance on operator to be implemented and monitored.	L

This Assessment meets with the requirements laid down within the following documentation		
Specific Legal Requirements	Information and Guidance	
Health and Safety at Work etc. Act 1974 Provision and Use of Work Equipment Regulations 1998 Lifting Operations and Lifting Equipment Regulations 1998 Management of Health and Safety at Work Regulations 1999 Manual Handling Operations Regulations 1992 Working at Height Regulations 2005 (amended 2007) Noise at Work Regulations 2005 Construction Design and Management Regulations 2015	INDG199 GS 6 BS-ISO-15513:2000 BS-7121 Part 1 BS-7121 Part 2-1 BS-7121 Part 2-3 BS-7121 Part 3 BS-7121 Part 5	Managing Vehicle Safety in the Workplace Health and Safety Guidance Sheet – Working near Overhead Electric Lines Cranes – competency requirements for crane drivers (operators), slingers, signallers and assessors Safe use of Cranes - General Inspection of Cranes - General Inspection of Cranes - Mobile Cranes Safe use of Cranes - Mobile Cranes Safe use of Cranes - Tower cranes

Assessors Signature:		Name (Print):	D JONES	Assessment Date:	16th December 2026
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18 Appendix

The following section contains images and site drawings relevant to the Lifting Operations specified in this document.

- Lift Plan
- Elevation Plan
- Capacity Chart
- Capacity Chart
- Crane Dimensions

CRANE DETAILS (DIN ISO 75%)		
Crane Model:	Liebherr LTM1090-4.2	
Lifting Configuration:	(T)	
Outrigger Base Centres:	7.50 x 7.30	m
Counterweight:	22.50	te
Main Boom Length:	33.80	m
Main Boom Angle:	37.00	°
Telescopic Sections:	0-46-46-46-92	%
Adaptor:	X	m
Fly Jib Length:	X	m
Off-Set:	X	°
Standard Outrigger Mats:	120	m
Additional Mats:	4.00 x 1.20	m

CRITICAL LIFT DETAILS	
Item To Be Lift	UK093 Mod Units
Radius:	25.50 m
Item Weight:	4.30 te
Lifting Tackle Weight:	0.05 te
Lifting Beam Weight:	0.00 te
Stowed Fly Weight:	0.24 te
Hookblock Weight:	0.30 te
Hookblock (SWL):	18.70 te
Falls Of Rope:	2 No
(%) Of Capacity Of Hook Block:	23.26 %
Total Lift Weight:	4.89 te
Gross Capacity:	6.70 te
(%) Of Capacity:	72.99 %

OUTRIGGER LOAD / MAT INFORMATION			
Maximum Outrigger Force:	0	%	32.00 te
Factor of Safety:	1.20	Area	32 te
Standard Mats (Dia.)	0.00	x	113 m²
Standard Mats (L x W)	0.00	x	0.00 m²
Additional Mats:	4.00	x	4.80 m²
Max. GBP. (Dia.)			28.29 te/m²
Max. GBP (L x W).			##### te/m²
Max. GBP Additional Mats:			6.67 te/m²

LICCON

LTM 1090-4.2 0000030000 CODE 10055-1 T271.001.00001

1.0

0.0°

0.0°

3.2

0.0°

0.0°

100%/3.00m

100%/3.00m

100%/3.00m

100%/3.00m

1

2

3

4

1

2

3

4

1

2

3

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1

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4

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3

4

Rev	Date	Detail	Drawn	Chkd	Appr
-	23/04/26	Preliminary - Issued For Client Approval	SS	X	X
A	23/04/26	Preliminary - Issued For Client Approval	SS	X	X

This Drawing & the information contained therein is the property of Southern Cranes and Access Ltd. & is lent on the condition that it will not be reproduced, copied or disclosed, directly or indirectly nor used for any purpose other than for that which it is specifically furnished.

SCA-WSH-211805-22
Original Size A3 / Do Not Scale. Scale: N.T.S.

Client: Portakabin.

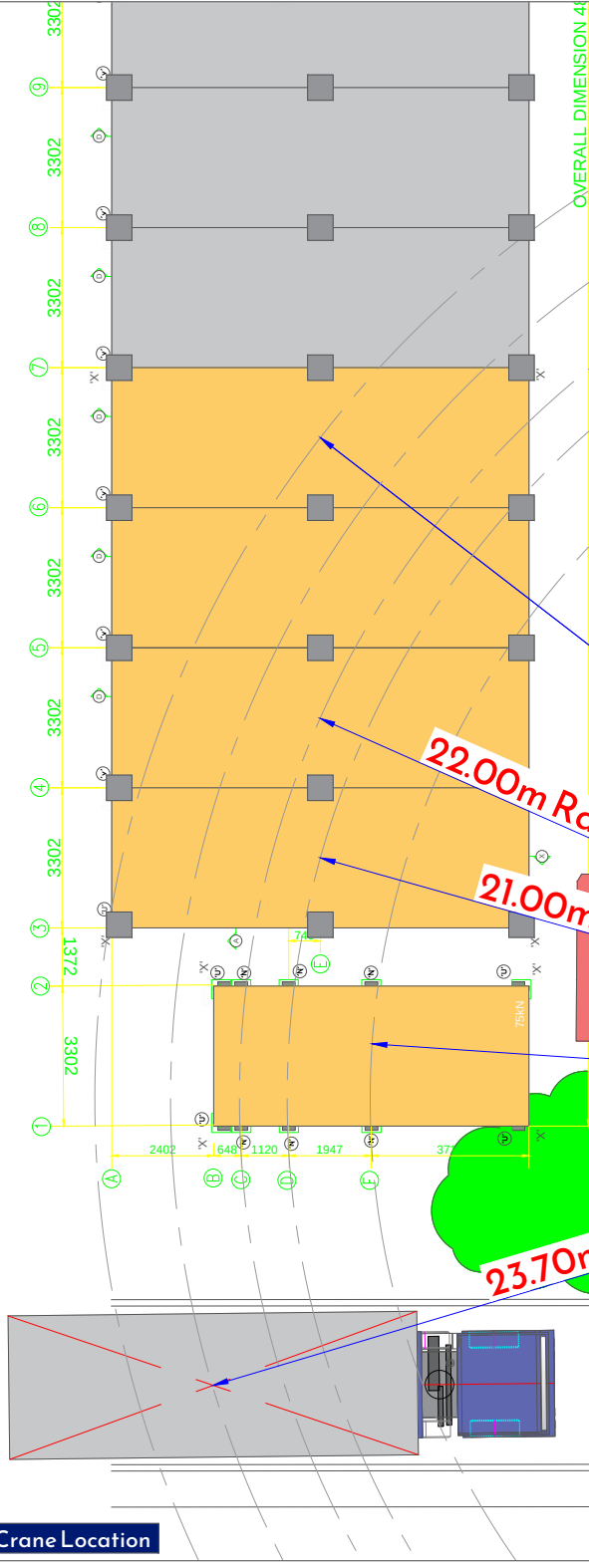
Site: Uxbridge Collage, Park Road, Uxbridge, UB81NQ.

Project: UK093 + UK073 Stair Pod Installation.

Works: Liebherr LTM1090-4.2 lifting 3No UK073 stair pods and 12No UK093 modular unit from the rear of awaiting transport and placing into situ as directed by the client.

Dwg Name: SS01787 Portakabin @ Uxbridge 23042026

Status: PRELIMINARY Sheet No: 1 of 2 REV A



CRANE DETAILS (DIN ISO 75%)		
Crane Model:	Liebherr LTM1090-4.2	
Lifting Configuration:	(T)	
Outrigger Base Centres:	7.50 x 7.30	m
Counterweight:	22.60	te
Main Boom Length:	30.00	m
Main Boom Angle:	38.90	°
Telescopic Sections:	0-0-46-46-92	%
Adaptor:	X	m
Fly Jib Length:	X	m
Off-Set:	X	°
Standard Outrigger Mats:	120	m
Additional Mats:	4.00 x 1.20	m

LIFT DETAILS	
Item To Be Lift	UK093 Unit
Radius:	22.00 m
Item Weight:	5.70 te
Lifting Tackle Weight:	0.05 te
Lifting Beam Weight:	0.00 te
Stowed Fly Weight:	0.27 te
Hookblock Weight:	0.30 te
Hookblock (SWL):	18.70 te
Falls Of Rope:	2 No
(%) Of Capacity Of Hook Block:	30.75 %
Total Lift Weight:	6.32 te
Gross Capacity:	7.90 te
(%) Of Capacity:	80.00 %

1. This drawing is preliminary and released for information only.

2. Client to ensure that the access and working area is cleared sufficiently to accommodate the crane and transport

3. Client to ensure a suitable hard standing and level area to be provided to support all crane and transport loads imposed

4. The weight and c.o.g of the load shown has been assumed and is subject to confirmation from the client prior to work starting.

5. The rigging shown is subject to availability and it may be necessary to substitute components for suitable alternatives

6. Client is responsible for the structural integrity of the load to be lifted.

7. The client is to identify and confirm the suitability of the lift points to be utilized during the lift of the load.

8. The ground bearing pressure figure is based on the worst case scenario. this figure can be reduced if required using additional outrigger mats.

Max. Permitted Wind Speed
9.00 m/s

25.50m Radius

22.00m Radius

21.00m Radius

19.00m Radius

Ref 3100

23.70m Minimum Radius

Ref 3600

CRANE DETAILS (DIN ISO 75%)	
Crane Model:	Liebherr LTM1090-4.2
Lifting Configuration:	(T)
Outrigger Base Centres:	7.50 x 7.30 m
Counterweight:	22.50 te
Main Boom Length:	33.80 m
Main Boom Angle:	37.00 °
Telescopic Sections:	0-46-46-46-92 %
Adaptor:	X m
Fly Jib Length:	X m
Off-Set:	X °
Standard Outrigger Mats:	1.20 m
Additional Mats:	4.00 x 1.20 m

CRITICAL LIFT DETAILS	
Item To Be Lift	UK093 Mod Units
Radius:	25.50 m
Item Weight:	4.30 te
Lifting Tackle Weight:	0.05 te
Lifting Beam Weight:	0.00 te
Stowed Fly Weight:	0.24 te
Hookblock Weight:	0.30 te
Hookblock (SWL):	18.70 te
Falls Of Rope:	2 No
(%) Of Capacity Of Hook Block:	23.26 %
Total Lift Weight:	4.89 te
Gross Capacity:	6.70 te
(%) Of Capacity:	72.99 %

OUTRIGGER LOAD / MAT INFORMATION	
Maximum Outrigger Force:	32.00 te
Factor of Safety:	32
Standard Mats (Dia.)	1.20 Area = 1.13 m²
Standard Mats (L x W)	0.00 x 0.00 = 0.00 m²
Additional Mats:	4.00 x 1.20 = 4.80 m²
Max. GBP. (Dia.)	28.29 te/m²
Max. GBP (L x W).	##### te/m²
Max. GBP Additional Mats:	6.67 te/m²

LICCON

LTM 1090-4.2 0000000000 CODE 100551 T271.001.00001

1.0 0.0° 0.0°

3.2

100%/3.00m 100%/3.00m

20 0 20 40

100%/3.00m 100%/3.00m

1 2 3 4

1 2 3 4

1 2 3 4

1 2 3 4

25.5 37.0° 33.8

23.4 39.0° 30.0

1 2 3 4

1 2 3 4

Rev	Date	Detail	Drawn	Chkd	Appr
-	23/04/26	Preliminary- Issued For Client Approval	SS	X	X
A	23/04/26	Preliminary- Issued For Client Approval	SS	X	X

This Drawing & the information contained therein is the property of Southern Cranes And Access Ltd. & is lent on the condition that it will not be reproduced, copied or disclosed, directly or indirectly nor used for any purpose other than for that which it is specifically furnished.

SCA-WSH-211805-22	
Original Size A3 / Do Not Scale.	Scale: N.T.S

Client: Portakabin.

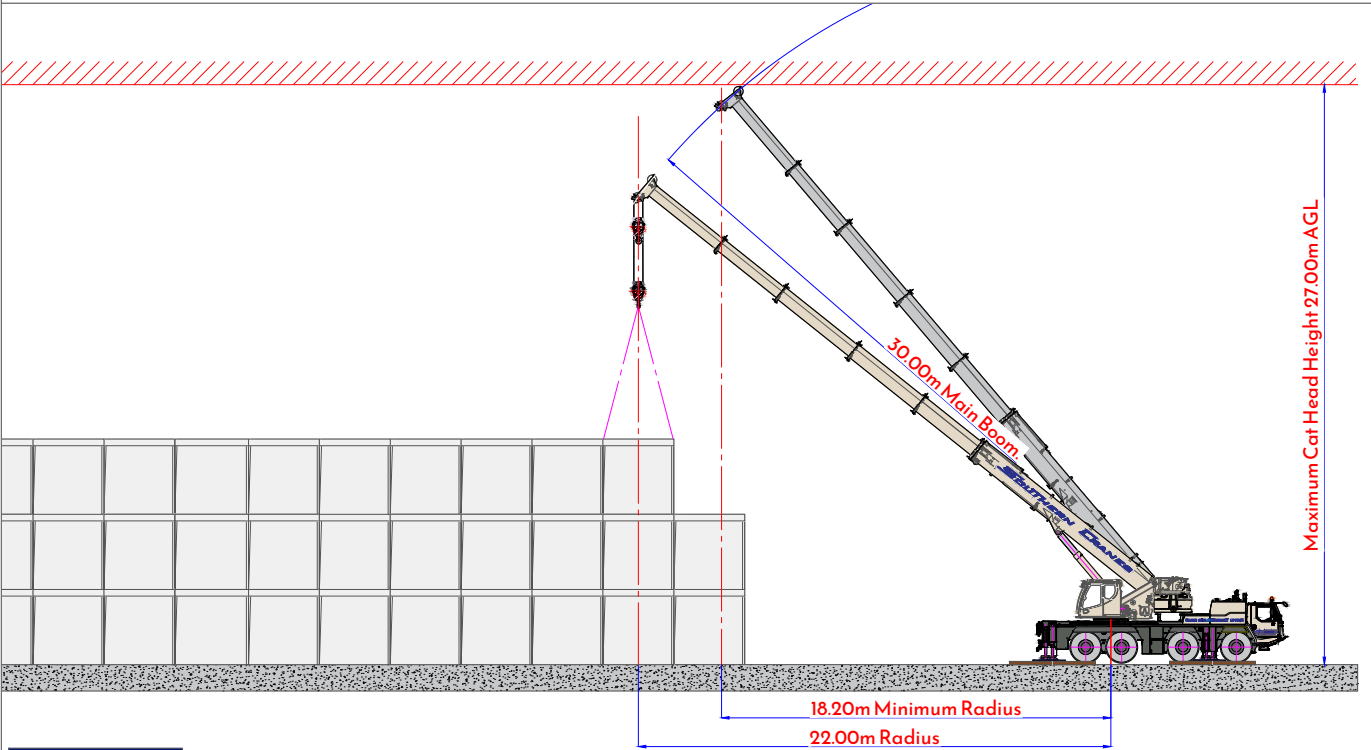
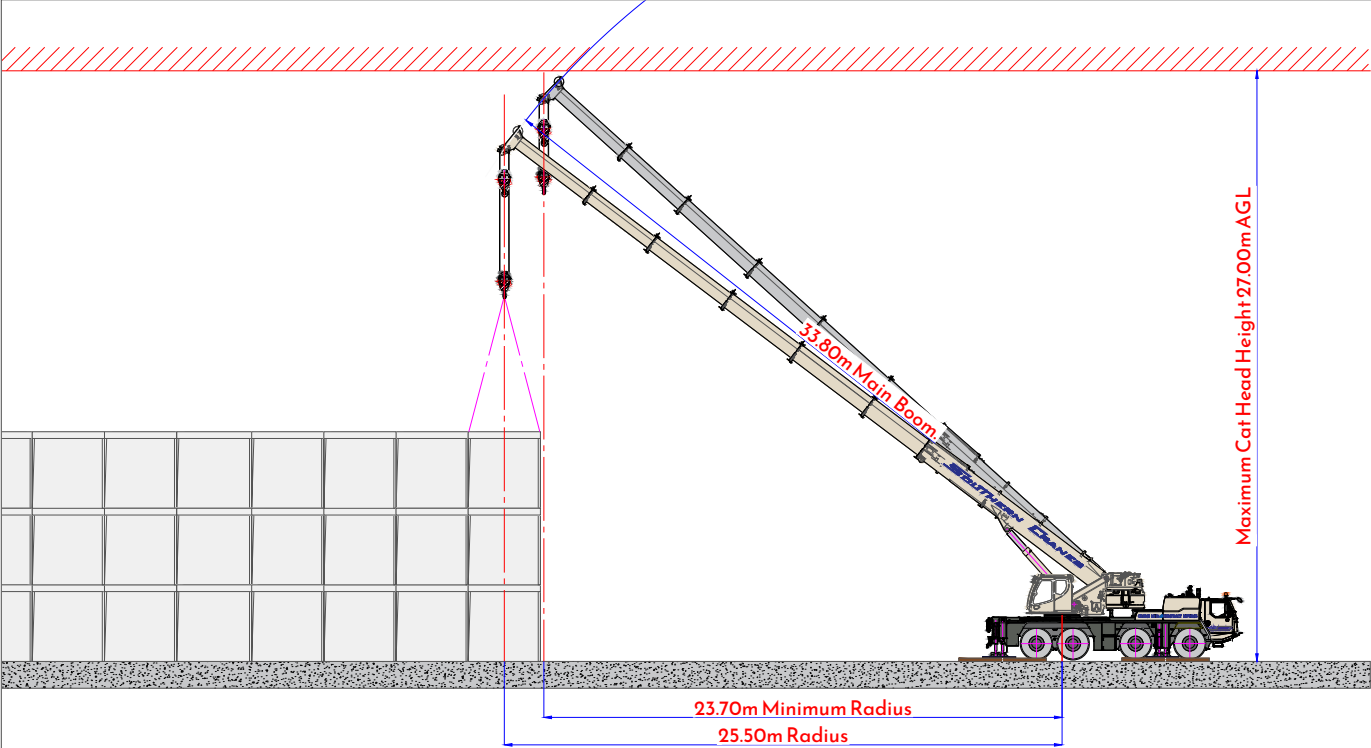
Site: Uxbridge Collage, Park Road, Uxbridge, UB8 1NQ.

Project: UK093 + UK073 Stair Pod Installation.

Works: Liebherr LTM1090-4.2 lifting 3No UK073 stair pods and 12No UK093 modular unit from the rear of awaiting transport and placing into situ as directed by the client.

Dwg Name: SS01787 Portakabin @ Uxbridge 23042026

Status: **PRELIMINARY** Sheet No: 2 Of 2 REV A



Crane Elevation

- DRAWING NOTES.
- This drawing is preliminary and released for information only.
 - Client to ensure that the access and working area is cleared sufficiently to accommodate the crane and transport
 - Client to ensure a suitable hard standing and level area to be provided to support all crane and transport loads imposed
 - The weight and c.o.g of the load shown has been assumed and is subject to confirmation from the client prior to work starting.
 - The rigging shown is subject to availability and it may be necessary to substitute components for suitable alternatives
 - Client is responsible for the structural integrity of the load to be lifted.
 - The client is to identify and confirm the suitability of the lift points to be utilized during the lift of the load.
 - The ground bearing pressure figure is based on the worst case scenario. this figure can be reduced if required using additional outrigger mats.

Max. Permitted Wind Speed
9.00 m/s

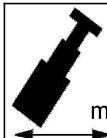
CRANE DETAILS (DIN ISO 75%)	
Crane Model:	Liebherr LTM1090-4.2
Lifting Configuration:	(T)
Outrigger Base Centres:	7.50 x 7.30 m
Counterweight:	22.60 te
Main Boom Length:	30.00 m
Main Boom Angle:	38.90 °
Telescopic Sections:	0-0-46-46-46-92 %
Adaptor:	X m
Fly Jib Length:	X m
Off-Set:	X °
Standard Outrigger Mats:	1.20 m
Additional Mats:	4.00 x 1.20 m

LIFT DETAILS	
Item To Be Lift	UK093 Unit
Radius:	22.00 m
Item Weight:	5.70 te
Lifting Tackle Weight:	0.05 te
Lifting Beam Weight:	0.00 te
Stowed Fly Weight:	0.27 te
Hookblock Weight:	0.30 te
Hookblock (SWL):	18.70 te
Falls Of Rope:	2 No
(%) Of Capacity Of Hook Block:	30.75 %
Total Lift Weight:	6.32 te
Gross Capacity:	7.90 te
(%) Of Capacity:	80.00 %



EN 13000

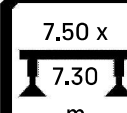
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9.0		23.3	25.0	25.0	15.7	15.4	11.1	15.1	10.3	9.6	20.3	21.3	17.5	16.0	12.3
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11.0		19.8	21.5	22.0	13.4	13.2	9.5	13.3	9.0	8.4	18.4	19.7	15.0	13.9	10.5
12.0		18.4	19.2	19.9	12.4	12.4	8.8	12.5	8.5	7.9	17.2	18.9	14.0	13.0	9.9
14.0		14.9	15.6	16.2	10.7	10.8	7.7	11.2	7.5	7.0	15.0	16.0	12.3	11.5	8.6
16.0		12.2	12.9	13.5	9.4	9.5	6.8	10.2	6.7	6.3	12.6	13.3	10.8	10.2	7.6
18.0		9.9	10.6	11.3	8.3	8.4	6.0	9.2	6.0	5.7	10.3	11.0	9.7	9.1	6.7
20.0		8.2	8.9	9.6	7.4	7.5	5.4	8.5	5.5	5.1	8.6	9.3	8.6	8.2	6.0
22.0		6.8	7.5	8.2	6.6	6.8	4.9	7.8	5.0	4.7	7.2	7.9	7.8	7.4	5.4
24.0		5.7	6.4	7.1	6.0	6.2	4.4	7.3	4.6	4.3	6.1	6.8	6.8	6.8	4.9
26.0		4.8	5.4	6.1	5.4	5.6	4.1	6.7	4.3	4.1	5.1	5.8	5.9	6.1	4.4
28.0										3.9	4.3	5.0	5.1	5.3	4.1
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7.50 x
7.30
m

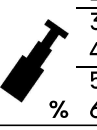
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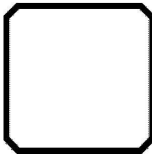
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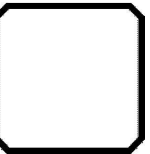
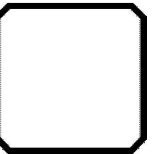
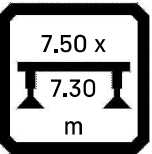
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7.0	13.1	17.6	12.2	10.8	10.0	9.7	19.1	18.6	15.6	14.2	11.9	17.4	12.2	10.5	
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11.0	9.9	13.8	9.4	8.0	7.4	7.2	17.0	15.3	11.8	10.9	9.0	14.2	9.7	8.1	
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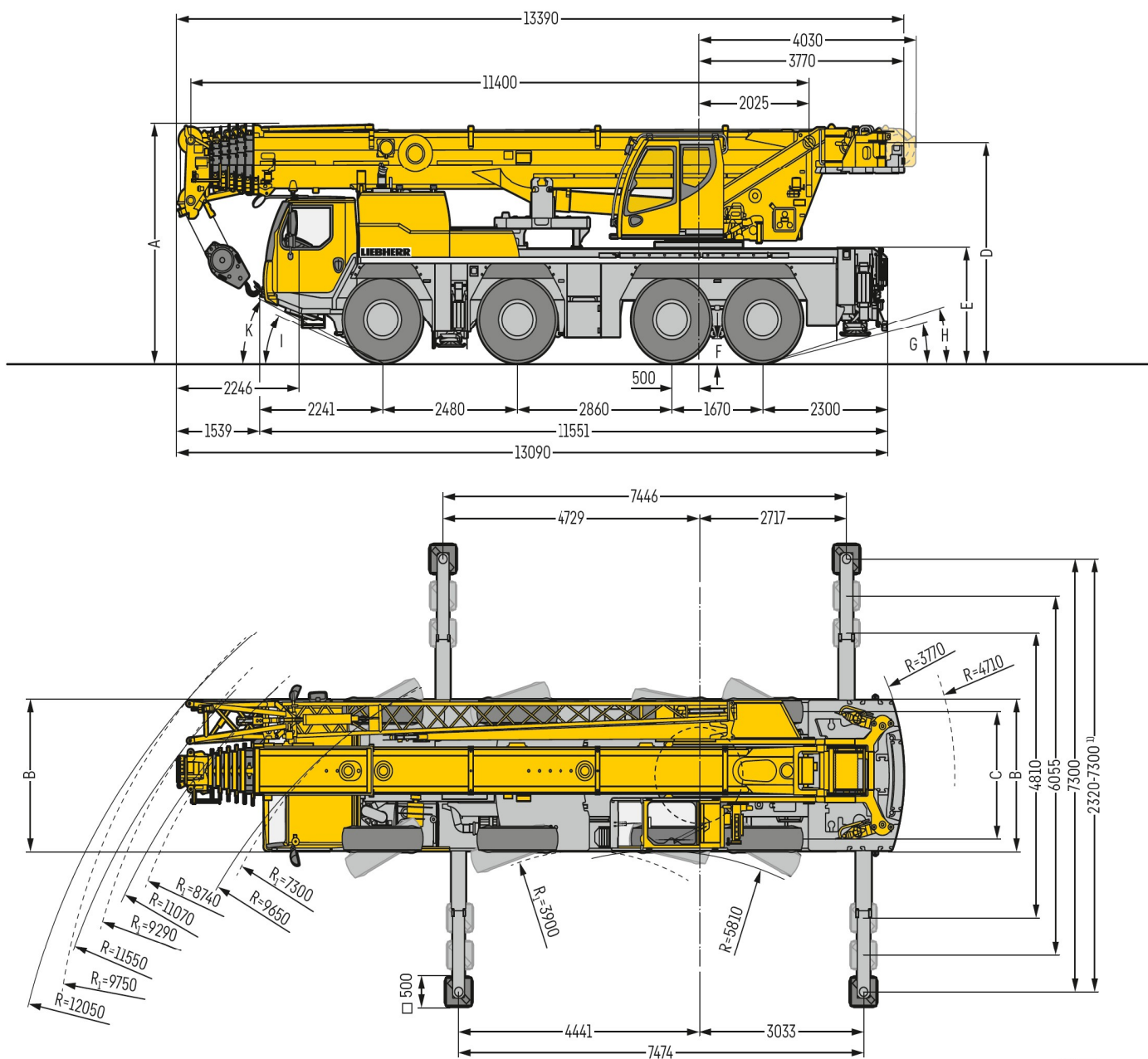


T	--
9.0 m/s	



Maße

Dimensions • Encombrement • Dimensioni • Dimensiones • Габариты крана



R_1 = Allradlenkung • All-wheel steering • Direction toutes roues • Tutti gli assi sterzanti • Dirección en todos los ejes • Поворот всеми колесами

¹⁾ nur mit VarioBase® • only with VarioBase® • seulement avec VarioBase® • solo con VarioBase® • sólo con VarioBase® • только с VarioBase®

S3087.05

Maße • Dimensions • Encombrement • Dimensioni • Dimensiones • Размеры mm

	A	A 100 mm*	B	C	D	E	F	G	H	I	K
385/95 R 25 (14.00 R 25)	3950	3850	2550	2160	3644	1866	353	11°	18°	20°	26°
445/95 R 25 (16.00 R 25)	4000	3900	2550	2100	3694	1916	403	13°	19°	22°	27°
525/80 R 25 (20.5 R 25)	4000	3900	2690	2170	3694	1916	403	13°	19°	22°	27°

* abgesenkt • lowered • abaissé • abbassato • suspensión abajo • шасси осажено

19 Rigging Statements

The following section contains the Rigging Statements relevant to the Lifting Operations specified in this document.



**STANDARD OPERATING PROCEDURE
for
MOBILE CRANE ASSEMBLY/DISASSEMBLY**

Prepared for

**LIEBHERR LTM1060
ON MAIN BOOM**

1 Introduction

1.1 DISCLAIMER

All information contained within this Standard Operating Procedure serves only for general information purposes only and is provided without warranty. Instructions for the correct assembly/disassembly and commissioning of the crane must ONLY be taken from the Manufacturers Operation Manual.

1.2 It is the aim of this Standard Operating Procedure to define and describe the equipment and safe processes which are to be employed by Southern Cranes & Access Limited to carry out the assembly and disassembly of the crane in accordance with the following:

LEGISLATION

Health and Safety at Work Act 1974	☒
Lifting Operations and Lifting Equipment Regulations 1998	☒
Provision and Use of Work Equipment Regulations 1998	☒
Manual Handling Operations Regulations 1992	☒
Working at Height Regulations 2005 amended 2007	☒
Noise at Work Regulations 2005	☒

APPROVED CODES OF PRACTICE

BS7121 Safe Use of Cranes part 1 – General 2016	☒
BS7121 Safe Use of Cranes part 3 – Mobile Cranes 2017	☒

OTHER

Liebherr; Operators Instructions for LTM1060	☒
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Please be aware that all contracts take place under the relevant CPA conditions of contract

1.3 THE LIFT SUPERVISOR.

Before any assembly/disassembly of the crane commences the Lift Supervisor will contact the Client's Site Representative and ensure that all preparations have been made for the lifting operation. The Lift Supervisor will then conduct a pre-work toolbox talk with all the crane personnel and go through the method statement.

1.4 THE CRANE OPERATOR.

The Crane Operator will follow the precise procedures contained within the Manufacturers Operating Instructions for the specific make and model of crane. The operators have been provided with training from Liebherr in the safe and correct operation of the crane in line with the Manufacturers Operating Instructions for the specific make and model of crane, and must not deviate from these instructions.

1.5 THE CRANE RIGGING CREW.

During the Assembly and Disassembly operations of the crane rigging team will be acting under the sole instructions of the Crane Operator following the Manufacturer's Instructions.

Prior to the commencement of the works the Crane Operator will ensure that all 'rigging' personnel are adequately informed of their roles and responsibilities during the assembly and disassembly process.

2 Conditions and Site Information

2.1 SITE INFORMATION

The site information for these works will be carried out in accordance with and as detailed within the Method Statement for the lifting operation being undertaken.

2.2 THE CLIENT SHALL PROVIDE

- 2.2.1 Safe access for the delivery of the crane, support vehicles and personnel. Other site activities should not impede on the access routes and working area of the crane etc.
- 2.2.2 Firm, level ground to enable the crane and its support vehicles to travel and safely set up in position. A clear level hard standing area for the crane capable of withstanding the anticipated outrigger loads to be imposed as detailed in this method statement.
- 2.2.3 Their site Risk Assessment document which identifies any hazards (environmental or other) that may be present within the works area. All necessary information relating to ground conditions.
- 2.2.4 All necessary information relating to ground conditions for the agreed crane position(s); and access/egress routes to be used.

This is in accordance with BS7121 (part 1).

2.3 SITE FAMILIARISATION / INDUCTION.

Any Induction necessary for the site will be arranged and conducted by the client during which, all possible hazards will be identified and the Emergency Procedure(s) advised.

2.4 ILLUMINATION (LIGHTING).

- 2.4.1 The working area must be suitably lit at all times to allow safe working conditions.
- 2.4.2 The preferred method of lighting is natural light.
- 2.4.3 If work is carried out close to or during the hours of darkness then the client should provide suitable lighting in agreement with the Lift Supervisor and the Crane Operator.

2.5 WELFARE FACILITIES.

Under CPA Terms and Conditions it is the responsibility of the client to provide all welfare facilities as described within the Construction Design and Management Regulations 2005.

3 Weather Conditions

- 3.3 The maximum wind speed in which the assembly/disassembly and lifting operations can take place will be as described within the Manufacturer's Instructions and the method statement for the lifting operation as previously referenced.
- 3.4 It will be the combined decision of the Lift Supervisor and the Crane Operator if work should commence/cease due to inclement weather conditions
- 3.5 Lifting Operations will cease during a storm or when there is a risk of lightning strikes.

4 Manpower Requirements & PPE

4.3 MANPOWER REQUIREMENTS

- 4.1.1 The on-site personnel required to undertake these works will be in accordance with and as detailed within the Method Statement for the lifting operation being undertaken.
- 4.1.2 The operators of the crane are specifically trained in the assembly and disassembly procedures and are provided with an Manufacturers Operating Manual that defines in more detail the exact procedures that they were trained in and must follow

4.4 PERSONAL PROTECTIVE EQUIPMENT

All personnel engaged in the assembly/disassembly and lifting operation activities will be required to wear the personal protective equipment as detailed in the Method Statement for the lifting operation, the risk assessment and any local or Client specific requirements.

4.5 COMMUNICATIONS

The on-site communications to be utilised will be as documented in the Method Statement for the lifting operation being undertaken, and will be agreed by the Lift Supervisor, Crane Operator and the 'Rigging team' prior to the commencement of the assembly/disassembly works.

5 Lifting Accessories (Tackle)

- 5.1 The lifting accessories to be used for the assembly and disassembly of the crane will be as carried on the specific model of the crane and will be as detailed within the Method Statement for the lifting operation being undertaken.
- 5.2 All lifting tackle certification to be available on site.
- 5.3 The Lift Supervisor shall inspect all tackle prior to every use.
- 5.4 The tackle will be fitted to the components of the crane being assembled/disassembled using the lifting lugs provided.

5 Initial Conditions

- 5.1 The working area must be cleared to allow the crane assembly and lifting operations to take place in a safe manner without endangering miscellaneous personnel not directly involved in the lifting operations.
- 5.2 All enabling works (by client / others) to be completed prior to crane arrival. Client must provide safe access and traffic management on-site for the safe movement of the crane(s) and support vehicle(s)
- 6.3 The assembly/disassembly area must be suitably cordoned off and restricted access for non-rigging personnel. All personnel not directly concerned with the lift must keep out of the crane assembly and rigging areas.
- 6.4 Under no circumstances shall the crane(s) and/or support vehicle(s) be moved for lifting purposed if not instructed to do so by the Lift Supervisor. All crane/vehicle movements to be under the control of a banksman
- 6.5 Where multiple support vehicles are required in order to assemble the crane, then these must be delivered in the correct order as designated by the Crane Operator and Lift Supervisor. For the disassembly process the order of the vehicles will only be predetermined by the size and rated capacity.
- 6.6 Where there is no edge protection on trailers the harness and inertia system for fall restraint must be employed. Access to cranes must be by designated access points and integral ladders outrigger legs are not a suitable means of access or egress to a crane. Access to trailers should be by means of the integral ladder if this is not fitted then a suitable secured or footed ladder must be used. When accessing cranes, trailers or vehicles you must face the equipment and maintain three points of contact.
- 6.7 All slinging will be carried out by fully trained, certificated and experienced slingers. Slinging methods adopted will be as specified by load manufacturers, using specified lifting points or, in the event that no manufacturer instruction or lifting points are provided, our Slingers will work to the Appointed Persons recommendations and to the code of practice for safe use of cranes (BS7121 Part 1).
- 6.9 The lifting accessories as described in this method statement will be attached to the load ready for the lift to commence. A tag-line is to be secured to the load to assist in the lifting operation.
- 6.10 All cranes to be left unattended for a period shall be left in safe condition (jib retracted or laid down if possible) with no load on the crane hook. Cranes shall be shut down and isolated per manufacturer's instructions, secured and locked.

6 Method of Work

Also refer to section 5 of the lifting operation method statement for the set up position of the crane and sections 9 & 11, where this Standard Operating Procedure becomes relevant to the overall lifting operation.

1. Mark out position of the base machine using road-marking paint (Optional).
 2. Ensure the erection area is cleared sufficiently to permit the safe assembly of the crane.
 3. Drive the machine into the working position.
 4. Raise suspension and engage suspension locks.
 5. Position matts as required by the method statement.
 6. Extend outriggers into position and pin as required.
 7. Slide/place pans (elephants feet) into position and pin
 8. Lower jacks until all wheels are clear of the floor and the machine is level.
 9. Raise main boom to operating position. Extend telescopic boom to operating length and pin.
 10. Slew rear machinery deck around 180° so in line with ballast (to face over rear of chassis)
 11. Raise ballast using internal hydraulic lift rams, connect ballast to superstructure. Retract hydraulic rams.
 12. Off load hook block to be utilised, lower main boom to grade, disconnect rope anchor, and un-reeve hook block. Slew boom over hook block to be utilised, reeve hook block with required falls of rope.
 13. Install rope anchor, and connect to either hook block or boom head. Connect overhoist chandelier, and check for correct operation.
 14. Raise main boom to operating position. Extend telescopic boom to operating length and pin.
 15. Check S.L.I. is correctly programmed and that all safety devices and limit switches are operating correctly.
 16. Perform function checks on controls, checking limit switches and over hoist mechanism is in full working order.
 17. Carry out crane stability test by slewing the crane around 360° and re-check the crane is level. Readjust and recheck if required.
 18. Crane ready for work.
- This rigging procedure is to indicate the general operations performed by the crane operator to place the crane in a working condition. It is not intended to replace the Manufacturers Operating Manual.
 - The operators of the crane are specifically trained in the assembly and disassembly procedures and are provided with a Manufacturers Operating Manual that defines in more detail the exact procedures that they were trained in and must follow.
 - Disassembly is the reverse of the above procedure.
 - All non-essential personnel should keep out of the working area during assembly, operation and disassembly of the crane. Liebherr LICCON (Liebherr computer control) is a computer system for controlling and monitoring mobile cranes with integral LML (load moment limiter).

7 Environmental Conditions

8.1 ENVIRONMENTAL ASPECTS & IMPACTS.

The environmental impact of our machines are minimal, the main aspects of using mobile plant on site are noise, vibration and emissions from exhausts. Any other aspects and impacts would only occur in emergency situations.

8.2 ENVIRONMENTAL SPILLS.

The crane and transport carry 30ltr spill kits, In the event of an accidental release of fluids from the machine these steps must be followed;

- Retrieve spill kit from machine
- Isolate spill and nearest storm and foul water drains with absorbent boom/s
- Mop up spill with absorbent pads and granules allow appropriate time for spill to soak into product and work in with a broom
- Clear booms and granules and isolate in contaminated spill kit containment bag
- Secure bag and bring back to depot for disposal in the rags and granules bins provided

8.3 HAZARDOUS SUBSTANCES

8.3.1 COSHH risk assessments are available for the substances contained within the crane such as oil, fuel and hydraulic fluid.

8.3.2 Client must provide information regarding any COSHH substances that may affect the rigging operation. Any substances or conditions hazardous to health must be identified in time for suitable precautions to be arranged.

8.3.3 If there is asbestos present then the Lift Supervisor must be made aware of the asbestos survey

8.4 WILDLIFE (ENDANGERED SPECIES).

8.4.1 No pets are to be taken into or allowed to roam within the cordoned lifting operation area.

8.4.2 If there are any wild animals (foxes, rabbits, birds, badgers, bats, etc.) living in the vicinity of the lifting operation, then these need to be made aware to the site team by the client on arrival.

8.4.3 If there are any endangered species inhabiting the local area where the works are due to be undertaken it is the responsibility of the Client to make the Lift Supervisor aware of the Local Conservation Group Survey

8.5 LANDSCAPE PROTECTION.

If there are any invasive plants located within the site and/or lifting operation, these must be notified to the Lift Supervisor, In order that we meet our legal requirements for the control specific plants and to prevent harmful weeds on the site land from spreading into the wild and causing a nuisance

8 Toolbox talk Record

TO BE COMPLETED ON SITE & MUST BE RETURNED TO THE HIRE OFFICE ON COMPLETION OF THE LIFTING OPERATION

Prior to commencing the assembly/disassembly operation, all the 'rigging team' are to sign below to confirm that a clear briefing of the procedure has been given by the Crane Operator and the Lift Supervisor.

'RIGGER' NAME	CPCS CARD No.	SIGNATURE	DATE

9 Risk Assessment

10.1 SITE INFORMATION

The Risk assessment for these works will be as detailed within the Method Statement for the lifting operation being undertaken. A copy of the crane risk assessment is attached to this document.



**STANDARD OPERATING PROCEDURE
for
MOBILE CRANE ASSEMBLY/DISASSEMBLY**

Prepared for

**LIEBHERR LTM1090
ON MAIN BOOM**

1 Introduction

1.1 DISCLAIMER

All information contained within this Standard Operating Procedure serves only for general information purposes only and is provided without warranty. Instructions for the correct assembly/disassembly and commissioning of the crane must ONLY be taken from the Manufacturers Operation Manual.

1.2 It is the aim of this Standard Operating Procedure to define and describe the equipment and safe processes which are to be employed by Southern Cranes & Access Limited to carry out the assembly and disassembly of the crane in accordance with the following:

LEGISLATION

Health and Safety at Work Act 1974	☒
Lifting Operations and Lifting Equipment Regulations 1998	☒
Provision and Use of Work Equipment Regulations 1998	☒
Manual Handling Operations Regulations 1992	☒
Working at Height Regulations 2005 amended 2007	☒
Noise at Work Regulations 2005	☒

APPROVED CODES OF PRACTICE

BS7121 Safe Use of Cranes part 1 – General 2016	☒
BS7121 Safe Use of Cranes part 3 – Mobile Cranes 2017	☒

OTHER

Liebherr; Operators Instructions for LTM1090	☒
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Please be aware that all contracts take place under the relevant CPA conditions of contract

1.3 THE LIFT SUPERVISOR.

Before any assembly/disassembly of the crane commences the Lift Supervisor will contact the Client's Site Representative and ensure that all preparations have been made for the lifting operation. The Lift Supervisor will then conduct a pre-work toolbox talk with all the crane personnel and go through the method statement.

1.4 THE CRANE OPERATOR.

The Crane Operator will follow the precise procedures contained within the Manufacturers Operating Instructions for the specific make and model of crane. The operators have been provided with training from Liebherr in the safe and correct operation of the crane in line with the Manufacturers Operating Instructions for the specific make and model of crane, and must not deviate from these instructions.

1.5 THE CRANE RIGGING CREW.

During the Assembly and Disassembly operations of the crane rigging team will be acting under the sole instructions of the Crane Operator following the Manufacturer's Instructions.

Prior to the commencement of the works the Crane Operator will ensure that all 'rigging' personnel are adequately informed of their roles and responsibilities during the assembly and disassembly process.

2 Conditions and Site Information

2.1 SITE INFORMATION

The site information for these works will be carried out in accordance with and as detailed within the Method Statement for the lifting operation being undertaken.

2.2 THE CLIENT SHALL PROVIDE

- 2.2.1 Safe access for the delivery of the crane, support vehicles and personnel. Other site activities should not impede on the access routes and working area of the crane etc.
- 2.2.2 Firm, level ground to enable the crane and its support vehicles to travel and safely set up in position. A clear level hard standing area for the crane capable of withstanding the anticipated outrigger loads to be imposed as detailed in this method statement.
- 2.2.3 Their site Risk Assessment document which identifies any hazards (environmental or other) that may be present within the works area. All necessary information relating to ground conditions.
- 2.2.4 All necessary information relating to ground conditions for the agreed crane position(s); and access/egress routes to be used.

This is in accordance with BS7121 (part 1).

2.3 SITE FAMILIARISATION / INDUCTION.

Any Induction necessary for the site will be arranged and conducted by the client during which, all possible hazards will be identified and the Emergency Procedure(s) advised.

2.4 ILLUMINATION (LIGHTING).

- 2.4.1 The working area must be suitably lit at all times to allow safe working conditions.
- 2.4.2 The preferred method of lighting is natural light.
- 2.4.3 If work is carried out close to or during the hours of darkness then the client should provide suitable lighting in agreement with the Lift Supervisor and the Crane Operator.

2.5 WELFARE FACILITIES.

Under CPA Terms and Conditions it is the responsibility of the client to provide all welfare facilities as described within the Construction Design and Management Regulations 2005.

3 Weather Conditions

- 3.3 The maximum wind speed in which the assembly/disassembly and lifting operations can take place will be as described within the Manufacturer's Instructions and the method statement for the lifting operation as previously referenced.
- 3.4 It will be the combined decision of the Lift Supervisor and the Crane Operator if work should commence/cease due to inclement weather conditions
- 3.5 Lifting Operations will cease during a storm or when there is a risk of lightning strikes.

4 Manpower Requirements & PPE

4.3 MANPOWER REQUIREMENTS

- 4.1.1 The on-site personnel required to undertake these works will be in accordance with and as detailed within the Method Statement for the lifting operation being undertaken.
- 4.1.2 The operators of the crane are specifically trained in the assembly and disassembly procedures and are provided with an Manufacturers Operating Manual that defines in more detail the exact procedures that they were trained in and must follow

4.4 PERSONAL PROTECTIVE EQUIPMENT

All personnel engaged in the assembly/disassembly and lifting operation activities will be required to wear the personal protective equipment as detailed in the Method Statement for the lifting operation, the risk assessment and any local or Client specific requirements.

4.5 COMMUNICATIONS

The on-site communications to be utilised will be as documented in the Method Statement for the lifting operation being undertaken, and will be agreed by the Lift Supervisor, Crane Operator and the 'Rigging team' prior to the commencement of the assembly/disassembly works.

5 Lifting Accessories (Tackle)

- 5.1 The lifting accessories to be used for the assembly and disassembly of the crane will be as carried on the specific model of the crane and will be as detailed within the Method Statement for the lifting operation being undertaken.
- 5.2 All lifting tackle certification to be available on site.
- 5.3 The Lift Supervisor shall inspect all tackle prior to every use.
- 5.4 The tackle will be fitted to the components of the crane being assembled/disassembled using the lifting lugs provided.

5 Initial Conditions

- 5.1 The working area must be cleared to allow the crane assembly and lifting operations to take place in a safe manner without endangering miscellaneous personnel not directly involved in the lifting operations.
- 5.2 All enabling works (by client / others) to be completed prior to crane arrival. Client must provide safe access and traffic management on-site for the safe movement of the crane(s) and support vehicle(s)
- 6.3 The assembly/disassembly area must be suitably cordoned off and restricted access for non-rigging personnel. All personnel not directly concerned with the lift must keep out of the crane assembly and rigging areas.
- 6.4 Under no circumstances shall the crane(s) and/or support vehicle(s) be moved for lifting purposed if not instructed to do so by the Lift Supervisor. All crane/vehicle movements to be under the control of a banksman
- 6.5 Where multiple support vehicles are required in order to assemble the crane, then these must be delivered in the correct order as designated by the Crane Operator and Lift Supervisor. For the disassembly process the order of the vehicles will only be predetermined by the size and rated capacity.
- 6.6 Where there is no edge protection on trailers the harness and inertia system for fall restraint must be employed. Access to cranes must be by designated access points and integral ladders outrigger legs are not a suitable means of access or egress to a crane. Access to trailers should be by means of the integral ladder if this is not fitted then a suitable secured or footed ladder must be used. When accessing cranes, trailers or vehicles you must face the equipment and maintain three points of contact.
- 6.7 All slinging will be carried out by fully trained, certificated and experienced slingers. Slinging methods adopted will be as specified by load manufacturers, using specified lifting points or, in the event that no manufacturer instruction or lifting points are provided, our Slingers will work to the Appointed Persons recommendations and to the code of practice for safe use of cranes (BS7121 Part 1).
- 6.9 The lifting accessories as described in this method statement will be attached to the load ready for the lift to commence. A tag-line is to be secured to the load to assist in the lifting operation.
- 6.10 All cranes to be left unattended for a period shall be left in safe condition (jib retracted or laid down if possible) with no load on the crane hook. Cranes shall be shut down and isolated per manufacturer's instructions, secured and locked.

6 Method of Work

Also refer to section 5 of the lifting operation method statement for the set up position of the crane and sections 9 & 11, where this Standard Operating Procedure becomes relevant to the overall lifting operation.

1. Mark out position of the base machine using road-marking paint (Optional).
 2. Ensure the erection area is cleared sufficiently to permit the safe assembly of the crane.
 3. Drive the machine into the working position.
 4. Raise suspension and engage suspension locks.
 5. Position matts as required by the method statement.
 6. Extend outriggers into position and pin as required.
 7. Slide/place pans (elephants feet) into position and pin
 8. Lower jacks until all wheels are clear of the floor and the machine is level.
 9. Raise main boom to operating position. Extend telescopic boom to operating length and pin.
 10. Slew rear machinery deck around 180° so in line with ballast (to face over rear of chassis)
 11. Raise ballast using internal hydraulic lift rams, connect ballast to superstructure. Retract hydraulic rams.
 12. Off load hook block to be utilised, lower main boom to grade, disconnect rope anchor, and un-reeve hook block. Slew boom over hook block to be utilised, reeve hook block with required falls of rope.
 13. Install rope anchor, and connect to either hook block or boom head. Connect overhoist chandelier, and check for correct operation.
 14. Raise main boom to operating position. Extend telescopic boom to operating length and pin.
 15. Check S.L.I. is correctly programmed and that all safety devices and limit switches are operating correctly.
 16. Perform function checks on controls, checking limit switches and over hoist mechanism is in full working order.
 17. Carry out crane stability test by slewing the crane around 360° and re-check the crane is level. Readjust and recheck if required.
 18. Crane ready for work.
- This rigging procedure is to indicate the general operations performed by the crane operator to place the crane in a working condition. It is not intended to replace the Manufacturers Operating Manual.
 - The operators of the crane are specifically trained in the assembly and disassembly procedures and are provided with a Manufacturers Operating Manual that defines in more detail the exact procedures that they were trained in and must follow.
 - Disassembly is the reverse of the above procedure.
 - All non-essential personnel should keep out of the working area during assembly, operation and disassembly of the crane. Liebherr LICCON (Liebherr computer control) is a computer system for controlling and monitoring mobile cranes with integral LML (load moment limiter).

7 Environmental Conditions

8.1 ENVIRONMENTAL ASPECTS & IMPACTS.

The environmental impact of our machines are minimal, the main aspects of using mobile plant on site are noise, vibration and emissions from exhausts. Any other aspects and impacts would only occur in emergency situations.

8.2 ENVIRONMENTAL SPILLS.

The crane and transport carry 30ltr spill kits, In the event of an accidental release of fluids from the machine these steps must be followed;

- Retrieve spill kit from machine
- Isolate spill and nearest storm and foul water drains with absorbent boom/s
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