

VF-B ✓	VF-C ✓	VF-R ✓	VH ✓	VR n/a	VS ✓	VB ✓	VGE ✓	VL ✓	VI ✓	Shared Services n/a
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LOADING SHOVEL
<ul style="list-style-type: none"> <li>All Plant is to be inspected prior to first use, by completing the appropriate pre-start check sheet and daily / weekly recorded inspections thereafter</li> <li>Daily / weekly inspection records for <b>site based</b> plant are to be completed and held in the cab or other suitable location.</li> <li>Operators must complete a full induction prior to starting work and evidence of having signed on to the appropriate RAMS / WPP / TBS for the task provided</li> <li>Sites must assess the suitability and selection of a Wheeled Loading Shovel for particular tasks and environment. A specific risk assessment must be completed prior to work commencing which can be detailed in the main works risk assessment. This must take account of the ground conditions and inclines on which they are to be used</li> </ul>



MANDATORY	
Plant	Operator
<ul style="list-style-type: none"> <li>Pre-use inspection signed off</li> <li>If used on public highway - compliance with Construction and use regulations (lights, VED, registration plates front and rear etc.)</li> <li>Current 12 month LOLER thorough examination certificate</li> <li>Current 6 month LOLER certification for all on-board lifting tackle or handling attachments</li> <li>Protected cab or FOPS cab structure where risk of falling objects</li> <li>Seat belts (retractable) must be fitted and operational with green light to indicate when seat belt worn</li> <li>Flashing amber beacon</li> <li>Mirrors / CCTV to provide 360° visibility</li> <li>Evidence of regular inspection plus "next service due" date</li> <li>Safe access for refueling and maintenance</li> <li>Operators instructions must be available on the machine</li> <li>All safety labels (decals) in place</li> <li>Locking caps / covers</li> <li>Isolation switch with key / locking doors with key</li> <li>Fire extinguisher in cab</li> <li>White reversing light and audible reversing alarm</li> <li>Brake tests to be carried out and records provided</li> <li>Lifting duty chart displayed on boom or in cab</li> <li>Articulation lock must be fitted and operational</li> <li>Cab free of un-necessary items</li> </ul> <p><b>Environmental</b></p> <ul style="list-style-type: none"> <li>Engine must comply with the Stage IIIB European Emissions Standards and the NRMM Emissions Regulations in Central London and Canary Wharf</li> </ul>	<ul style="list-style-type: none"> <li>Shall be suitably trained and competent</li> <li>Operators must hold a CPCS Card with category</li> <li>A21 along with the appropriate endorsement</li> <li>Must have a current relevant driving licence (Category B), at least 18 years of age and be authorised if driving on the public highway</li> <li>'Highway' form to be completed prior to driving on public highway</li> <li>A record of familiarisation training on particular model of plant must be kept</li> <li>Full site-defined PPE required - close fitting PPE required in all cases to avoid catching on controls</li> <li>Operator to be briefed on and to comply with VolkerWessels UK (VW UK) Pre-use, Daily and Weekly Defect Reporting System. Report defects and stop machine where defect is safety critical</li> <li>Ensure machine is operated in accordance with manufactures instructions and in accordance with his / her training</li> <li>Be briefed on the site Plant and Vehicle Management procedures and check for overhead obstructions and hazards</li> <li>Shall stop work if any unauthorized / unsupervised personnel enter their immediate work area</li> <li>Engine must be turned off if approached by others and keys removed from the ignition before leaving the plant unattended for any reason</li> <li>Operator to mount and dismount machine using fixed access arrangements and always facing the machine</li> <li>Seat belt must be worn</li> <li>Shall report all unsafe conditions</li> <li>All site speed limits must be briefed and complied with</li> <li>Machine lifting points / tie down points must be clearly labelled and in good condition</li> </ul>

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DESIRABLE
<ul style="list-style-type: none"> <li>Proximity Warning System (PWS)</li> <li>Impose people exclusion area around plant and operation</li> <li>Dependant on size of machine a visibility assessment must be carried out (Red Stick Test) and a record kept. CCTV may be required</li> <li>Coloured seat belts or overband to improve visibility</li> <li>Operator competency test prior to starting on site</li> <li>Have passed Drugs and Alcohol test on induction or within 2 years on VW UK site</li> </ul>

RISKS	CONTROLS
<ul style="list-style-type: none"> <li>People and plant moving into the loading shovel's operating areas</li> <li>Visibility may be restricted for operators on larger machines</li> <li>Limited visibility if travelling with the bucket raised to high</li> <li>Risk of overturning on inclines soft and uneven surfaces. Refer to manufacturer's instructions</li> <li>Clothes snagged on controls prior to release of servo isolator / safety handle</li> <li>Controls can be caught inadvertently if near to safety lever</li> <li>Effect of weather on visibility and working / traffic surfaces</li> <li>Operator falling from the machine when mounting or dismounting. Hand rails and steps must be secure; three points of contact maintained and operator must face the machine</li> </ul>	<ul style="list-style-type: none"> <li>People accessing and alighting the machine must use the correct steps, have three points of contact and face the machine</li> <li>Safe and clean access into cab</li> <li>Safe and clean access for refuelling and maintenance</li> <li>No entry into exclusion zone unless signalled by operator - <b>Thumbs Up</b></li> <li>Automatic Braking Systems are available which stop the machine if obstruction detected</li> <li>COSHH assessment for fuels, oils and greases</li> </ul>

Note: All persons preparing risk assessments involving plant are encouraged to visit the proposed area of work and to review previous risk assessments undertaken for similar activities and safety alerts.

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