

Safe Work Instruction - Vehicle Hoist

DO NOT use this plant* or complete this task unless you have been inducted in its safe use and operation by an Authorised Experienced Operator

This SWI may not cover all possible hazards and risks and should be referred to as a control measure in the risk assessment process. Additional training may be required for high risk plant/work. Site and task may change required PPE.

PERSONAL PROTECTIVE EQUIPMENT



Foot protection must be worn



Long and loose hair must be contained or covered.



Eye protection must be worn

POTENTIAL HAZARDS AND RISKS

- Entanglement**
Entanglement in moving parts
- Struck by Moving Object**
Struck by moving object due to unexpected movement of plant
Struck by moving object due to work pieces being ejected
- Slip, Trips, Falls**
Slip, trip, fall due to uneven or slippery work surfaces
- Crushing**
Crushing due to being trapped between plant and fixed structure

PRE-OPERATIONAL SAFETY CHECKS

- ✓ Complete site specific risk assessment
- ✓ Complete the appropriate pre-operational plant checklist if applicable
- ✓ Ensure vehicle hoist is used in accordance with manufacturer's instructions
- ✓ Ensure vehicle hoist has operating and maintenance instructions clearly visible and permanently located
- ✓ Ensure that guards and other safety devices are fitted, secured and functional in accordance with manufacturers guidelines
- ✓ Check the capacity of the hoist compared to the weight of the vehicle. If vehicle is too heavy, do not proceed
- ✓ Ensure support arms are capable of being locked in position
- ✓ Ensure rubber pads are in good condition on all load points
- ✓ Ensure the work area is clean and clear of grease, oil and other slip / trip hazards

OPERATING PROCEDURES

- ✓ Keep clear of moving plant parts
- ✓ Centre vehicle on hoist, ensuring the weight is evenly distributed to front and rear
- ✓ Load vehicle on lift carefully. Ensure the weight is evenly distributed front and rear.
- ✓ Position lift supports to contact at the vehicle manufacturers recommendation lifting points.
- ✓ Raise lift until supports contact vehicle. Check supports for secure contact with vehicle.
- ✓ Raise lift to desired working height. CAUTION: If you are working under vehicle, lift should be raised high enough for locking device to be engaged
- ✓ Always engage manual lock
- ✓ Only one worker to operate the hoist at a time
- ✓ Ensure hoist area is clear of people and equipment before operating

- ✓ Check vehicle stability by looking at the jacking points

ENDING OPERATIONS

- ✓ At the completion of work, lower the vehicle hoist and leave in a safe position, switch off
- ✓ Ensure plant is in good working order and stored in the appropriate location

DO NOT

- ✗ Do not use if plant is faulty. Attach an Out of Service tag and report fault to your supervisor
- ✗ Do not use if plant is faulty. Attach an Out of Service tag and report fault to your supervisor
- ✗ Do not allow anyone to 'ride' the hoist
- ✗ Do not leave plant running unattended
- ✗ Do not wear loose jewellery or clothing
- ✗ Do not use mobile phone while operating plant

*Plant in this SWI refers to any machinery, equipment, appliance, container, implement and tool.