



READYPOWER

ENGINEERING LTD

NUMBER ONE FOR PLANT HIRE
OPERATED AND SELF DRIVE HIRE

Date: 29th November 2006

SAFETY BRIEFING

Pre-Shift Documentation Checks

Before commencing work RRV operators have a duty to check that the correct documentation exists in the machine file, this includes:

RRVs

- The Certificate of Engineering Acceptance
- The Certificate of Conformance for Vehicle Maintenance
- The Certificate of Thorough Examination or LOLER certificate for the RRV if capable of lifting
- The F91 plant logbook (complete after having checked the RRV for defects)
- The Defect Book
- The set of Duty charts, making sure they are for that machine and all pages are present

In addition operators are required to check:

- The Certificate of Thorough Examination for any lifting tackle, or hydraulic attachments capable of lifting (this includes beams, grabs & thimbles)

For attachments that have their own documents, e.g. document tubes on certain hydraulic attachments and Trailers, these tubes must be checked separately.

TRAILERS

You must check for:

- Certificate of Engineering Acceptance
- Certificate of Conformance for Vehicle Maintenance
- Annual Brake Test Certificate (also check that the brake test due sticker has been completed on the side of the trailer)
- Certificate of Thorough Examination for any Chain Slings that may be attached to the trailer (usually by 2 of the 4 legs)

These checks also form part of your competency assessment and can be a weak area for some. If you find anything amiss then you must report it to the on-call manager immediately who will arrange for steps to be taken to correct the problem.

Andy Young
SHEQ Director