

# Safety Method Statement - Operation of Crane Trucks

25 May 2009

## AIM

To implement a procedure for the safe operation of crane trucks.

## PERSONNEL AFFECTED

Smartskip crane truck operators.

## REFERENCES

None.

## PROCEDURE

1. Drivers are to ensure that when the truck is stopped to empty bins that there are no overhanging wires. Ensure that there are no obstructions to your work in the immediate area. Do not lift bins over vehicles.
2. Ensure that correct Personal Protective Equipment (PPE) is worn at all times when you are out of the truck. You must look around the work site and observe all risks to you. You must wear steel capped work boots during your work at all times and wear a high visibility vest or t-shirt and hard hat when on a customers work site. You must wear gloves at all times when out of the truck and operating the equipment.
3. You should find the bin to be emptied, being careful not to trip, fall or place yourself at risk. You should locate the truck near the bin to be emptied.
4. Make sure that there are no power lines over the top of the truck, which could come in contact with the crane. Untie the tarp and move it to the front of the tub.
5. Extend the stabiliser legs on firm ground. If the legs are located on soft ground the truck may tip over causing injury to yourself and others.

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6. Connect the chains on the crane to the lifting lugs on the bin. The lifting lugs are at the top of the bin. At this time, you should ensure that the lifting hooks are in good working order so that you do not cause injury to your hand.
7. Ensure that you can see all of the side of the truck. Ensure that the bin is not overloaded. It should not be loaded past the “water line” on top of the bin. If it is overloaded, material may fall out during the lifting process and cause injuries to yourself or others. If it is overloaded, speak politely to site staff and ask them to remove the excess for safety reasons. If the problem is not fixed for you, please contact our despatch operations for directions. Use the remote controls as trained to lift the bin into the back of the truck and locate it onto the floor of the tub or until stabilised on the rubbish in the tub.
8. Relocate the remote control from the front of you to the back so that you will not touch the controls by mistake. Climb into the back of the truck (tub) carefully using the steps provided. Do not jump. Look at the floor of the tub before putting your feet down so as to avoid tripping over. Change the lifting chains from the top lifting to the bottom tipping lugs on one side of the bin. Be careful not to trip during this process.
9. Slide the remote to your back to avoid inadvertent operation. Climb out of the truck carefully using the steps provided and stand on the platform between the truck cab and the tub. You should not stand on the side of the platform where the crane is located.
10. Using the remote controls as trained, empty the bin into the tub.
11. Sliding the remote control to the back of you to avoid inadvertent operation, climb down off the truck and stand at a safe distance from the truck (approximately 4m). Use the steps provided on the truck and look where your feet are going to avoid tripping over.
12. Using the remote controls as trained, lift the bin out of the tub and place it on the ground. It may not land fully up right but this does not matter.
13. Change the chains from the tipping lugs to the lifting lugs at the top of the bin. At all times other than when the bin is in the air, look around the site to ensure that you are not at risk.

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14. Using the remote control as trained, lift the bin and relocate it to its original position or as directed by site foreman.
15. Pack crane up.
16. Return legs to locked position.
17. Tarp load. This is done by climbing on the truck where the platform is, untying the tarp and climbing down again carefully using the steps provided with the remote control at your back. You should then walk the ropes to the rear of the truck and tie them off.
18. Ensure that an authorised person signs the delivery docket before leaving the site.
19. Report any difficulties with bins i.e. overloading, unbalanced bins and bins in need of repair etc to the Smartskip office.

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