

Risk Assessment & Method Statement

Title 360 Manitou



Only authorized staff with the appropriate training and operator's certificates can operate the 360 Manitou.

Familiarization and Pre-use checks of the equipment must be carried out before use.

If there are any concerns over the safety of the operator or the machinery, stop work and report these immediately to the supervisor.

Job Sequence	Hazard Identification	Further action Controls
<p>All operatives to Conduct pre-operational checks, proper inspection of all equipment in use to be carried out and signed by a supervisor and recorded.</p> <p>Assess environment and site conditions.</p> <p>Pre-plan objectives of Task to include attachments and their compatibility.</p> <p>Training to reflect the level and responsibility of the task to include the operational risks for application.</p>	<p>Unsafe operation of the 360 Manitou.</p> <p>Unstable and un-level ground poor lateral stability.</p> <p>Poor segregation.</p> <p>Poor visibility.</p> <p>Stability of load, leading to machine overturning.</p> <p>Colliding with pedestrians or Speeding resulting in a major injury or a fatality.</p>	<p>Ensure appropriate test certificates as required by LOLER are available before use.</p> <p>Type and model familiarization by operator, machine specific to manufacturer's guidelines and regulations.</p> <p>Carry out pre-operational checks recommended by the manufacturer.</p> <p>Supervisors and operatives to be supplied with adequate information to enable them to carry out their duties safely and effectively.</p> <p>Ensure safe and productive use of equipment.</p> <p>Comprehensive guidance to be given by supervisors including advice and action. All guidance must comply with site rules.</p> <p>Make sure contingency measures and emergency procedures are included in the planning before any job is carried out.</p>
<p>Operate Manitou 360 Shifting / Lifting the load</p> <p>Movement of load</p> <p>Stability of the load</p>	<p>Crushing.</p> <p>Being thrown from the equipment.</p> <p>Ground unable to support Manitou.</p> <p>Crushed by load falling from Manitou.</p> <p>Being trapped between Manitou and loads / fixed objects.</p> <p>Use of incorrect tyres.</p> <p>Load colliding with structure.</p> <p>Manitou overloaded.</p>	<p>Never exceed the safe working load of the machine or any lifting equipment.</p> <p>Additional planning for non-standard lifting operations such as unusual loads, high wind areas or use of integrated work platforms.</p> <p>Ensure the boom is never operated above personnel.</p> <p>Ensure personnel are segregated from the operational area, or control measures are put in place where this is not possible.</p> <p>Do not position load on the end of fork, keep loads as close as possible to the attachment carriage</p> <p>Inspect lift site and area prior to the lift to ensure nothing has changed.</p> <p>Ensure the machine is level and on stable ground before operation. Where in doubt get floor loadings</p>

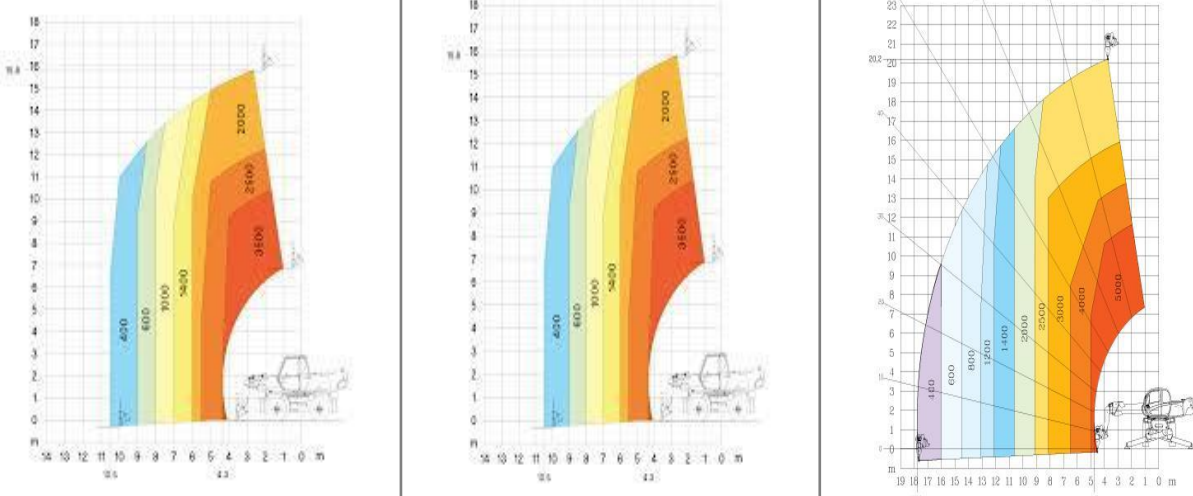
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		<p>with intended loads. Refer to manufacturer's information for loads.</p> <p>On soft ground always consider pads under outriggers to spread loads and prevent them sinking or risk of tipping.</p> <p>There is a single cab with only one seat; no passengers are permitted at any time either on the inside or outside of these vehicles.</p>
Operate 360 Manitou Shifting / Lifting the load	<p>Unauthorized / untrained persons operating the Manitou.</p> <p>Being trapped under or between plant, equipment or fixed structures (continued).</p> <p>Colliding with pedestrians.</p> <p>Contact with overhead objects / power lines.</p>	<p>The Manitou keys are to be removed when the vehicle is not in use.</p> <p>Clearly identify the defined work area and keep personnel clear.</p> <p>Be alert – look up as well as down.</p> <p>Use Vehicle lighting system when in areas with low or ambient light.</p> <p>Operate at a speed appropriate to the ground conditions, abide and obey all speed restrictions.</p> <p>The operator must not exceed the grade ability of the Manitou.</p> <p>Never lift beyond safe lifting limits of the allowable lifting zones</p>
Operate 360 Manitou Shifting / Lifting the load	Failing loads and loss of control of load.	<p>Do not overload. Maintain and check lifting systems as per manufacturer's requirements, ensure test logs are maintained, available and in date.</p> <p>Keep all personnel clear when loading and unloading, and during transportation.</p>
Operate Manitou Shifting / Lifting the load and visibility	Equipment tipping or rolling over or operator being ejected.	<p>Use only attachments approved for the specific model of Manitou being used.</p> <p>Never exceed the rated load and limits for the Manitou and / or attachments.</p> <p>Restricted visibility when boom is raised.</p> <p>Use Manitou only on stable surfaces capable of supporting 'loaded' weight and shifting load where the load is to be rotated.</p> <p>Ensure ground under stabilizer pads (when in use) can support combined weight of the Manitou and load.</p> <p>Always wear a seat belt.</p> <p>Always operate Manitou at a safe speed relevant to terrain and working environment.</p> <p>Always carry loads close to the ground with telescopic boom fully retracted.</p>

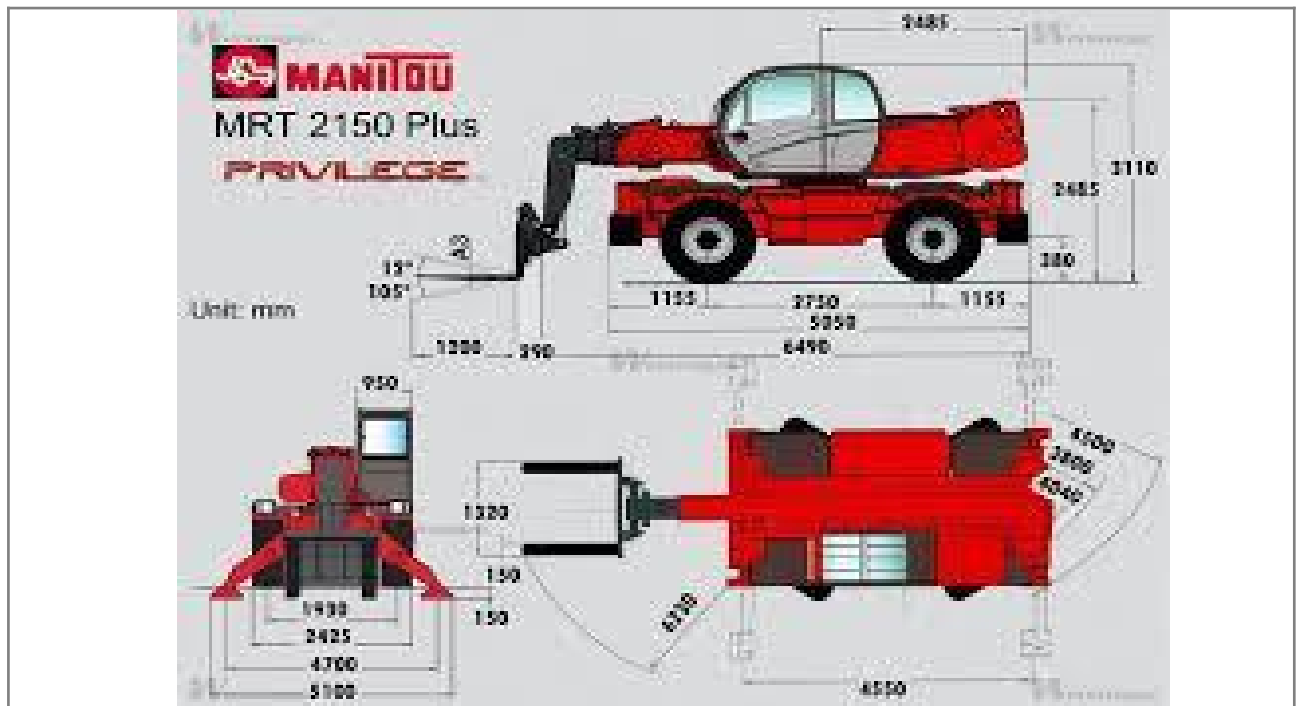
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		<p>Never override the Manitou safety devices or safety alarms.</p> <p>Ensure that when operating near adjacent edges or formations that a task specific risk assessment is completed.</p> <p>When traveling up or down an incline whilst loaded, keep forks low to the ground.</p> <p>Drive forward up an incline and reverse down and incline.</p> <p>Always travel directly up or down a slope, not across a slope.</p> <p>If the Manitou does become unstable or starts to tip, do not attempt to leave the vehicle!</p>
Operate Manitou Shifting / Lifting the load	<p>Electrical.</p> <p>Manitou boom comes within distance of overhead lines leading to electrocution from overhead power lines.</p> <p>Entanglement.</p> <p>Becoming entangled in moving parts of the Manitou.</p> <p>Equipment Controls & Operation Unexpected movement of plant.</p> <p>Equipment not in use.</p> <p>Unexpected movement of plant.</p> <p>Unauthorized use.</p>	<p>Do not operate below electrical power lines, if no other option then make sure an additional risk assessment is produced for the task.</p> <p>In a closed environment ensure you are aware of overhead electrical services</p> <p>Keep a history of all repairs and maintenance carried out to the Manitou.</p> <p>Clearly defined work area and ensure clear access.</p> <p>Keep personnel clear and you are aware of any low obstructions on route prior to operating the Manitou.</p> <p>Be careful when entering and leaving the Manitou to avoid catching controls</p> <p>Always turn off Manitou before leaving the cab, the new units are fitted with a key coded start to avoid unauthorized use.</p> <p>Park Manitou on firm ground with loads lowered to the ground.</p> <p>Never park the Manitou on a steep slope, if in an emergency there is no alternative then the wheels must be chocked and the load or forks to be left in the fully lowered or grounded position.</p> <p>Never leave the Manitou without first lowering the bucket and applying the hand brake.</p> <p>Never leave Manitou unattended with the engine running, remove the ignition key and lock the vehicle.</p> <p>Never use a mobile phone while operating the Manitou.</p>

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Operate Manitou Shifting / Lifting the load	<p>High Temperature & Fire.</p> <p>Coming into contact with hot parts.</p> <p>Refueling, when refueling, sparks, flames, hot engine can ignite fuel.</p>	<p>Keep clear of the engine and exhaust outlet.</p> <p>Operator is responsible to shut down the engine prior to refueling, only refuel in a well-ventilated area.</p> <p>DO NOT SMOKE</p>
Operate Manitou Shifting / Lifting the load	Slipping, Tripping & Falling.	<p>Keep hand grabs, steps and floor clean and clear of oil, grease mud, rubbish and tools.</p> <p>Always use correct steps and hand grabs when entering and exiting the vehicle. Do not carry anything when entering or leaving the vehicle.</p> <p>THREE POINTS OF CONTACT RULE</p>
Operate Manitou Shifting / Lifting the load	<p>Suffocation.</p> <p>Exposure to exhaust fumes.</p> <p>Confined spaces.</p>	<p>Work in fully ventilated areas, diesel fumes are carcinogenic, when working within enclosed areas a separate risk assessment should be completed.</p> <p>When operating diesel equipment inside ensure there is good/forced ventilation.</p> <p>Never refuel vehicles inside buildings, always ensure there is a spill kit available when refueling.</p>
		
FRONTAL ON WHEELS WITH FORKS	ROTATION ON EXTENDED STABILIZERS WITH FORKS	ROTATION ON FULL STABILIZERS WITH FORKS

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All persons working with this equipment or within close vicinity must sign and show that they have read and understood the risk assessment guidance and that they will follow the above control measures set out above during their work processes.

Additional Guidance	COSHH Assessment	Method Statement	Other (Specify)
Compressed air supply		N/A	Only trained persons are allowed to operate this equipment.
Name			
Signed			Date

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