HP Study Notes

- You have 60 days to apply for your licence.
- Your licence will be cancelled 12 months after expiry date.
- You can carry out high risk work if you are enrolled and being supervised by someone licensed.
- You have a duty of care to protect yourself and others from harm.
- If you work unsafely your licence will be suspended or cancelled.
- You must provide High risk licence upon request to your employer etc.
- You need to consult with others about hazards for example (SOS) Safety officer, Other workers, Supervisors.

  You consult about site specific hazards, policies and procedures.
- Hierarchy of control
  - Elimination Every
  - Substitution Saturday
  - Isolation I
  - Engineering Eat
  - Administration Apple
  - PPE Pie
- You check your safety & PPE equipment before starting work and apply risk control measures before starting work & as soon as hazards arise.
- Planning considerations for operating hoist are:
  - Access & egress A
  - Communications C
  - Capacity C
- Some risk controls you should include in plan for operating hoist
  - Traffic control T
  - Adequate Lighting A
  - Barriers & gates. B
- When developing an emergency procedure consider the location of:
    - Fire Fighting Equipment F
    - Eye wash station E
    - First Aid F

- You must not transport hazardous goods of different classes they must be transported separately & direct to level required.
- Some hazards for hoists in windy conditions can be.
    - Materials can be dislodged from platform causing injury.
    - Power cable may dislodge from cable guide.
- You must have a circuit breaker fitted to the hoist
- If wind is to strong Stop, lower hoist, make safe, report
- For safety of pedestrians, workers, vehicles or plant you can use: traffic controller, barricades & signage.
- You would find maximum wind velocity information marked on hoist, operator's manual, manufactures specs
- You should have a well-lit work area for safe access & egress, to load/unload safe & to see hazards.
- Some people involved in planning emergency procedures for hoist are hoist operator, safety officer, first aid.
- In an emergency you must communicate What & Where the emergency is & Who is involved. (WWW) Alert everyone
- Lowering injured personnel as the operator you need to consider: hoist capacity, emergency hoist lowering procedures, emergency procedures.
- Find out weights of loads Delivery docket, Marked on it, Calculate (DMC). Operator is responsible for finding weight of load. Loads mass must be checked before each lift.
- You will find Hoist rated capacity: data/compliance plate, operator's manual, manufactures specs.
- Some ways to communicate with personnel verbal, hand signals, written instruction.
- Choose the appropriate communication in planning stages and check its working correctly before use
- Methods of communications used for Hoist operations:
  Fixed channel 2-way radio, Bells, Lights.
- Check communication method & equipment is fit for job and working properly before operating
- Check light/bell signal system or speaker system from each floor is clearly received at drive station.

- (STR) Stop, Tag, Report:
    - Defect in communication system.
    - Power lead to hoist lying on ground in water.
    - Obvious signs of defects on hoist.
    - If something fails during you test lift.
    - Safety device on hoist not working properly.
    - Hoist not moving to full range.
    - After starting hoist you hear abnormal noise.
    - You notice tower frame connection bolts are loose.

- It's important to inspect hoist and equipment before starting work to ensure all equipment is sate for use.
- Some functions of a service logbook : reporting defects & repair, daily safety checks, maintenance carried out.
- You could check Hoist log book for: reported defects & repair, correct log for hoist.
- Power supply board must be fitted with safety device to prevent electric shock (safety switch, RCD). No three-phase equipment must have earth leakage device.
- Some things you may see that would mean hoist was defective cracks in structure or welds, bends or twists in structure.
- Out of service tag, danger or safety tag can Only be removed by person that placed it there or authorised person.
- Overhead protection must be installed to protect operator from falling objects.
- It's important to do test lift to ensure all pre-operational checks are operational.
- Adequate lubrication of rack &pinion hoist is important for General maintenance &to reduce friction.
- Hoist must be serviced as per manufactures specs.
- Monitor hoist the whole time to ensure safe operations.
- Emergency lowering device rack & pinion hoist must be tested at least once a month or as per manufactures specs. When testing device have at lowest height possible as per manufactures specs.
- If hoist could be damaged or interfered with by other plant or equipment stop immediately, communicate with other operators, report.

- Interlock device on hoist gates give operator a warning that a gate is open or closed. You would know interlock device is activated by a light displayed.
- Red light on the interlock device means gate open. Green light means gate closed.
- There should be two red lights on an interlock device, there is two just in case one fails.
- You must not move the platform if a red light is showing.
- Gates must be fitted to a hoist at all times. There must be lights on a hoist if it services more than three floors.
- Slow speeds must be maintained during manual descent so descent is controlled by only one brake.
- The suitable licensed rigger or scaffolder is responsible to putting up, taking down, tying or guying a hoist.
- Gap between hoist platform and landing must not be less than 25mm or more than 100mm.
- Bridging pieces can't be used to connect landing level to hoist platform. The platform can't be moved with loads overhanging platform.
- Hoist travel limit device prevents hoist hitting top or bottom of tower. Only an authorised person can repair limit switches.
- If hoist or winch has been tampered with report faults to appropriate person for corrective action, hoist owner. If you notice fault in main controls report to appropriate person for corrective action.
- Protective barriers of fences must be installed on or around hoist on all openings or penetrations where hoist passes through building, around windows hoist passes, all access areas to the hoist.
- Hoist set up inside building all sides to be fenced from floor to ceiling all floors, safety access to the gate or entry of hoist.
- It's important to correctly stow and secure hoist and equipment to prevent damage, loss or unlawful use of equipment.
- Shutting down hoist you must bring platform to lowest position, lock manual safety brake, close all gates, check green lights are on, switch off power to hoist drive station and switch off power at mains. Leaving hoist for extended period secure hoist and isolate.