

SOP - Load Restraint

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 SOP 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



High visibility clothing must worn

POTENTIAL HAZARDS AND RISKS

- ❗ Struck by Moving Object**
Struck by moving object due to unexpected movement of items
- ❗ Cutting, Stabbing or Puncturing**
Injury from work pieces being ejected
- ❗ Manual Task Injury**
Manual task injury from incorrect manual handling techniques
- ❗ Other**
Injury to worker/ member of the general public due to load being incorrectly restrained

PRE-OPERATIONAL SAFETY CHECKS

- ✓ Complete site specific risk assessment
- ✓ Complete the appropriate pre-operational plant checklist
- ✓ Prior to the purchase of vehicles, pre-purchase risk assessment should be completed by the user in conjunction with Fleet Management. This consultation process shall incorporate load restraint design features required for the specific vehicle or plant
- ✓ All station wagons and vans are to be fitted with suitable internal cargo barriers or suitable purpose built containers for load restraint
- ✓ Ensure worker has completed Councils Load Restraint Training Course
- ✓ Ensure appropriate chains and dogs are in use and have been rated and currently inspected and tagged
- ✓ Inspect all roof mounted ladders and load security systems prior to use
- ✓ Ensure cover for load is appropriately rated
- ✓ Seat belt to be worn

OPERATING PROCEDURES

- ✓ When a vehicle is loaded, the manufacturer's tyre and axle load capacity, the Gross Vehicle Mass (GVM) or Aggregate Trailer Mass (ATM) and, where applicable, Gross Combination Mass (GCM) must not be exceeded
- ✓ Drivers required to carry overhanging loads should refer to and understand the RMS's requirement on Vehicle Dimension Limits
- ✓ Provision is to be made for additional storage boxes on vehicles, where existing load floor area permits. These storage boxes are for lighter equipment such as crowbars, shovels picks etc.
- ✓ Tension able synthetic flat webbing and winches are preferred for small to medium load restraint requirements, chains and alternatives for heavier requirements such as vehicles

- ✓ Rubber load mats may be used to reduce the number of lashings required
- ✓ The minimum anchor point capacity should be clearly marked on the vehicle
- ✓ Only where a specific rating has been given to tie rail support points that exceed 2 tonnes should loads exceeding this to be restrained by such points
- ✓ Secure all objects carried in cabins of Council vehicles
- ✓ It is the responsibility of the vehicle operator, the person in charge of the loading and the driver to ensure that the vehicle used is suitable for the type of load
- ✓ It is the responsibility of the consigner including the original consigner of the freight, to provide the person in charge of the loading and the driver with any available information on the weight of each load and the centre of mass of the load or each item in the load
- ✓ It is the responsibility of the person in charge of the loading and the driver to ensure that the load is correctly positioned on the vehicle
- ✓ It is the responsibility of the driver to take into account the effect of the load on the steering, cornering and braking performance of a laden vehicle
- ✓ It is the responsibility of the driver to periodically check to ensure the load remains properly restrained during the journey

ENDING OPERATIONS

- ✓ 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 leave plant running unattended
- ✗ Do not leave keys in machinery whilst unattended
- ✗ Do not place load in a way that makes your vehicle unstable or unsafe

- ✘ Do not overload the vehicle or its individual axles
- ✘ Do not move your vehicle if any part of the load is not correctly restrained
- ✘ Do not load heavier items on top of light items
- ✘ Do not carry heavy solid objects in the cabin area of Council vehicles
- ✘ Do not use mobile phone while operating plant

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