



## Mobile Plant and Machinery Standards

### Contents

TITLE	SECTION
Introduction	1
Safe Mobile Plant & Machinery	2
Whole body Vibration	3
Thorough Examination Certificates	4
Dailey Inspections	5
Tyres and Tracks	6
Refuelling Machines	7
Health Surveillance	8
Non Movable plant	9
Monitoring	10
Further Reading	11
Toolbox Talk	12

### 1. Introduction

The purpose of these Mobile Plant and Machinery Standards are to give site management and operative's guidance on how the plant and machinery should be used safely on site. Also the checks that need to be made of all plant and machinery to ensure they are used safely.

Construction sites would not be able to function without the use of plant and machines. Machines are used in almost every part of the construction process, from digging holes to moving materials around site. All machines must be treated and operated with respect, as improper use could have serious even fatal consequences.

These standards must be read in conjunction with the Telehandler Standards

Refer to HSMS Standards – [Telehandler](#)

### 2. Safe Mobile Plant & Machinery

To ensure safe operation of mobile plant and machinery these principles must be followed:

#### **Qualified**

Only operatives trained to operate plant and machinery are allowed to do so. Operators that are required to lift suspended loads must have the required training and this must be annotated on their CPCS, NROPS or equivalent card.

#### **Authorised**

Within our Persimmon direct business operatives that are qualified to operate plant must be issued with a Passport to Safety for Plant Operators, this authorises them to operate plant or machinery.

#### **Driving licence**

Anyone operating ride on plant (excavators, telehandlers, dumpers etc.) must hold a current full driving licence that will allow them to drive in the UK. If towing operations are to be carried out the operator must have this qualification entered on his driving licence.

#### **Maintenance**

All plant and machines must be in a good state of repair and must be serviced as per the manufacturer's recommendations. Service records must be kept.

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## Seatbelts

Seatbelts must be worn at all times when the machine is operating, this includes excavators/crawlers.

## Keys

Supervisors must ensure that keys and key codes for machines are kept locked away when not in use, a check should be carried out prior to the site closing to ensure that all machine keys are accounted for. Keys must not be left in an unattended machine even the ones that require a key code to start.

For Persimmon Direct Ground Works the plant keys allocation sheet must be completed daily.

## CCTV

Any plant vehicle over 9 tonne must have CCTV reversing cameras fitted.

## Flashing beacons

All plant must have an operational amber beacon and a green beacon (green beacon signifies that the seatbelt is being worn).

## Communications

No mobile phones must be used whilst operating plant or machinery, even if a hands free system can be used. Operators must be issued with two way radios if required and they must stop the plant or machine before using the radio.

## Travel through occupied areas

Once a site starts to become occupied, there may be a requirement for mobile plant to travel through the occupied areas of a development and this will have been considered by site management as part of the traffic management assessment process. If no additional control measures have been communicated by site management and the journey is forward facing with no restricted visibility along areas with raised kerbs or pedestrian barriers then no additional control measures need to be in place, other than the operative keeping to set speed restrictions.

There may be times when a trained banksman is required, for example, the load is restricting the mobile plant operator's vision or reversing operations in an area where limited space or pedestrians likely to be present. In areas where pedestrians are likely to be present suitable pedestrian barriers can be utilised to remove the need for a trained banksman provided they sufficiently exclude pedestrians from the area where the mobile plant is operating.

All mobile plant that transit through occupied areas must be registered, insured and taxed to travel on the public highway.

## Speeding

Plant operators must strictly observe the site speed limit.

## Noise

Hearing protection must be worn if it is recommended by the manufacturer. Opening cab windows can increase the noise from the engine and ear must be worn if windows are opened.

## Reversing

There may be times when a trained banksman is required, for example, the load is restricting the mobile plant operator's vision or reversing operations in an area where there is limited space or pedestrians likely to be present. Pedestrian barriers can be utilised to remove the need for a trained banksman provided they sufficiently exclude pedestrians from the area where the mobile plant is reversing.

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## **Spoil heaps**

Due to the high risk of dumpers overturning they must never be driven up a spoil heap, they must dump their load at the bottom of the heap, an excavator will then drag the spoil on to the heap.

## **Loading Dumpers**

When dumpers are being loaded, the driver must switch off engine remove the keys and exit the machine. They must stand a safe distance away from the dumper as it is being loaded, this includes cabbed dumpers.

## **3. Whole Body Vibration**

Refer to HSMS Standards – [Vibration](#)

## **4. Thorough Examination Certificates**

All machines that are capable of carrying out a lifting operation such as excavators must have an in date thorough examination certificate, thorough examinations must be undertaken annually. Machines that are certified to lift people (MEWPS) thorough examinations must be undertaken every 6 months. Lifting accessories must also be inspected every 6 months. Copies of all Thorough Examination Certificates must be held on site and be available for inspection.

## **5. Daily/ Weekly Inspections**

All plant and machinery must be inspected daily by the operator using a daily check sheet and the record retained on site.

Any defects found must be reported immediately to a supervisor or site management. If any safety critical issues are found, the machine must be taken out of service and not used, until it has been repaired and passed fit by a competent person/ fitter. Site management must do a weekly check to ensure that these checks are being carried out.

Safety critical faults include (but not exhaustive):

- Damaged/ missing mirrors.
- Damaged reversing cameras.
- Damaged seat belts.
- Damaged/ broken windows, especially the window by the boom.
- Damaged tyres or incorrect tyre pressure.
- Damaged controls.
- Alarm bells not working.
- Breaks not working, including the hand break.
- Hydraulic oil leaks from hoses.
- Unexpected noises or rattles.
- Any form of operating lights.
- Seat belt beacon.

Refer to:

HSMS form [051](#) – Telehandler Daily Checksheet

HSMS form [052](#) – Telehandler Weekly Checklist

HSMS form [051A](#) – Plant Daily Checklist

Contractors can use these check sheets or their own daily and weekly check sheets.

## **6. Tyres and Tracks**

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Tyres must be in a good state of repair and inflated to the correct pressure recommended by the manufacturer. Machines with tracks must be to the correct tension and in a good state of repair.

Inflating tyres can be dangerous, the manufactures guidance will give the correct tyre pressures of each machine. If in doubt, consult a tyre specialist.

The following guidance documents must be read prior to inflating tyres:

- [HSMS Guidance – Tyre Inflation Guide](#)
- [HSMS Guidance – Gel Filled Tyres – Best Practice](#)

## 7. Refuelling Machines

Fuel bowzers on site must be double skinned, this must remain locked unless in use. Care must be taken by the person refuelling the machine to ensure that fuel is not spilt on to the ground. When fuelling Telehandlers, that fuel must not come into contact with machine exhausts, as this could cause a fire. A spill kit must be in the immediate vicinity of the fuel bowser and firefighting equipment must also be easily and quickly accessible. Enviro pads should be used at the fuelling points to prevent any spillages onto the ground.

## 8. Health Surveillance

All directly employed mobile plant operators must undergo health surveillance to ensure they are fit to operate the machines. If they cannot supply a certificate then arrangements can be made for them to complete a health questionnaire through our occupational health provider.

Refer to:

[HSMS Standards – Telehandler](#)

[Refer to HSMS Guidance – Telehandler/ Mobile Plant Health Surveillance](#)

Agency mobile plant operators must not be allowed to work on site unless they can supply a fit to operate plant certificate from a medical practitioner. If they cannot supply a certificate then arrangements can be made for them to complete a health questionnaire through our occupational health provider.

Contractors who use mobile plant on our sites must have suitable and sufficient health surveillance arrangements in place for their plant operators, which must be recorded on their RAMS.

## 9. Non Movable Plant

Generators and other combustion type machines (e.g. petrol saws) that people do not sit on to operate need to be managed sensibly. Small generators that trades use around site should be housed in a drip tray to prevent any fuel spills onto the ground and they must be allowed to cool before refuelling. They must be positioned to ensure that the exhaust gasses are not going to cause a risk of fire or asphyxiation.

In relation to small plant items:

- There must be a risk assessment and method statement in place for its safe use.
- Only be signed out to a competent operator who signs to confirm that they are competent to check and operate the plant.
- Appropriate PPE and RPE must be used as set out in a specific risk assessment.

## 10. Monitoring

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Plant and machinery operators and the site management are responsible for ensuring that plant and machinery are used safely on site at all times.

The Group HS&E department will monitor compliance with these standards during routine HS&E inspections and will carry out checks of plant and machinery documentation.

## 11. Further Reading

[Construction Plant Association Guidance](#)

[HSE Guidance – the safe use of vehicles on construction sites](#)

HSMS Standards – [Telehandler](#)

HSMS [Guidance](#) – Tyre Inflation Guide

HSMS [Guidance](#) – Gel Filled Tyres Best Practice

HSMS [Guidance](#) – Telehandler/ Mobile Plant Health Surveillance

## 12. Toolbox Talk

Refer to HSMS [TBT](#) – Safe Use of Mobile Plant

VERSION ISSUED	Date
<u>Version 1</u> 1,2,3,4,5,6,7,8,9,10,11	28.02.2023
<u>Version 2</u> Section 2 – amended wording in travel through occupied area section to sign post the need to specifically risk assess	10.03.2023
<u>Version 3</u> Section 8 - Agency workers, if they have no fit certificate arrangements can be made for a health questionnaire to be completed via our occupational health provider	13.03.2023
<u>Version 4</u> Section 12 added – Safe Use of Mobile Plant TBT	13.06.2023
<u>Version 5</u> Section 2- change of wording	01.09.2023
<u>Version 6</u> Section 2 – changed wording under driving licence section to make clearer	27.03.2024

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