



SITE/PLANT STANDARD OPERATING
PROCEDURES

COVID-19 PROTECTING THE WORKFORCE

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COVID-19 Pandemic Response Plan & Back to Work Plan

Site/Plant Operating Procedures & Guidance Protecting the Workforce Erection, Adjustment, Dismantle Operation, Service and Maintenance of Tower Cranes on Construction Sites

This plan has been prepared to offer guidance to JR Crane Services Operational Teams, Principle Contractors and Clients (Hirer)

These policies, procedures and guidance has been prepared on the basis of the information released by both Gov.uk, also Build UK with the CLC and CPA

Please ensure you are fully conversant with this document and you can adhere to the contents.

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Site Operating Procedures – Protecting Your Workforce

Introduction

These are exceptional circumstances and the industry must comply with the latest Government advice on Coronavirus (Covid-19) at all times.

These Site Operating Procedures (SOP) are based on Public Health England (PHE) guidance; other restrictions and advice may apply in [Scotland](#), [Wales](#) and [Northern Ireland](#).

Where workers enter people's homes they should follow the PHE guidance on [Tradespeople and working in people's homes](#).

The [HSE](#) is the relevant enforcing authority for PHE guidelines. If a site is not consistently implementing the measures set out by PHE, it may be subject to enforcement action.

Construction sites operating during the Coronavirus (Covid-19) pandemic need to ensure they are protecting their workforce and minimising the risk of spread of infection. This includes considering how personnel travel to and from site.

This guidance is intended to introduce consistent measures on construction sites of all types and sizes in line with the Government's recommendations on social distancing and ensure employers and individuals make every effort to comply.

PHE guidance for construction states "*where it is not possible to follow the social distancing guidelines in full in relation to a particular activity, you should consider whether that activity needs to continue for the site to continue to operate, and, if so, take all the mitigating actions possible to reduce the risk of transmission*".

The health and safety requirements of any construction activity must not be compromised at this time. If an activity cannot be undertaken safely, it should not take place.

Emergency services are also under great pressure and may not be able to respond as quickly as usual. This should be taken into consideration in the planning of work activities, first aid, fire and emergency responses.

Organisations must have in place effective arrangements for monitoring and reviewing their compliance with Government and industry guidance. Sites should also remind the workforce at every opportunity of the Site Operating Procedures which are aimed at protecting them, their colleagues, families and the UK population.

Self-Isolation

Anyone who meets one of the following criteria should not come to site:

- Has a high temperature or a new persistent cough - [follow the guidance on self-isolation](#)
- Is a [vulnerable person](#) (by virtue of their age, underlying health condition, clinical condition or are pregnant)
- Is living with someone in [self-isolation](#) or a [vulnerable person](#).

Procedure if Someone Falls Ill

If a worker develops a high temperature or a persistent cough while at work, they should:

- Return home immediately
- Avoid touching anything
- Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow.
- They must then follow the guidance on self-isolation and not return to work until their period of self-isolation has been completed.



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When to Travel to Work

The Secretary of State for Business, Energy and Industrial Strategy advised in a letter to the UK construction industry on 31 March 2020:

"that wherever possible, people should work at home. However, we know that for many people working in construction their job requires them to travel to their place of work, and they can continue to do so. This is consistent with the Chief Medical Officer's advice".

It is important to understand the following guidelines by which workers should or should not travel to work as outlined below.

Social distancing	Workers in the construction industry should follow the guidance on Staying at home and away from others (social distancing) . Where they cannot work from home, they must follow the same principles of social distancing while travelling to and from work and while at work.
Self-isolation	Anyone who either has a high temperature or a new persistent cough or is within 14 days of the day when the first member of their household showed symptoms of Coronavirus (Covid-19) should not come to site, but must follow the guidance on self-isolation .
Person at increased risk	Anyone who is at increased risk of severe illness from Coronavirus (Covid-19) is strongly advised to work at home and should be particularly stringent about following social distancing measures.
Persons defined on medical grounds as extremely vulnerable	Anyone identified as extremely vulnerable will be advised by their health authority and must follow the guidance on shielding and protecting extremely vulnerable people .
Living with a person in one of the above groups	Anyone living with a person who is at increased risk of severe illness, or an extremely vulnerable person who is shielding from Coronavirus (Covid-19), should stringently follow the guidance on social distancing and minimise contact outside the home.
If someone falls ill	<p>If a worker develops a high temperature or a persistent cough while at work, they should:</p> <ul style="list-style-type: none">• Ensure their manager or supervisor is informed• Return home immediately• Avoid touching anything• Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow. <p>They must then follow the guidance on self-isolation and not return to work until their period of self-isolation has been completed.</p>

Travel to Work

Wherever possible workers should travel to site alone using their own transport.

If workers have no option but to share transport:

- Journeys should be shared with the same individuals and with the minimum number of people at any one time
- Good ventilation (i.e. keeping the windows open) and facing away from each other may help to reduce the risk of transmission
- The vehicle should be cleaned regularly using gloves and standard cleaning products, with particular emphasis on handles and other areas where passengers may touch surfaces

Sites should consider:

- Parking arrangements for additional vehicles and bicycles
- Other means of transport to avoid public transport e.g. cycling



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- Providing hand cleaning facilities at entrances and exits. This should be soap and water wherever possible or hand sanitiser if soap and water are not available
- How someone taken ill would get home
- Where public transport is the only option for workers, you should consider:
 - Changing and staggering site hours to reduce congestion on public transport
 - Avoid using public transport during peak times (05:45 - 7:30 and 16:00 - 17:30)

Driving at Work

When travelling at work or between site locations, workers should travel alone. If workers have no option but to share a vehicle, then they should:

- Share with the same individuals and with the minimum number of people at any one time
- Wherever possible maintain a distance of two metres and avoid touching their faces
- Maintain good ventilation (i.e. keeping the windows open) and face away from each other during the journey
- Wash their hands for 20 seconds using soap and water or hand sanitiser if soap and water are not available before entering and after getting out of the vehicle
- Regularly clean the vehicle using gloves and standard cleaning products, with particular emphasis on handles and other surfaces which may be touched during the journey.

Site Access and Egress Points

- Stop all non-essential visitors
- Consider introducing staggered start and finish times to reduce congestion and contact at all times
- Plan site access and egress points to enable social distancing – you may need to change the number of access points, either increase to reduce congestion or decrease to enable monitoring, including in the case of emergencies
- Allow plenty of space between people waiting to enter site
- Use signage:
 - such as floor markings, to ensure 2 metre distance is maintained between people when queuing
 - reminding workers not to attend if they have symptoms of Coronavirus (Covid-19) and to follow guidelines
- Remove or disable entry systems that require skin contact (e.g. fingerprint scanners) unless they are cleaned between each individual use
- Require all workers to wash their hands for 20 seconds using soap and water when entering and leaving the site
- Regularly clean common contact surfaces in reception, office, access control and delivery areas e.g. scanners, turnstiles, screens, telephone handsets and desks, particularly during peak flow times
- Reduce the number of people in attendance at site inductions and consider holding them outdoors wherever possible
- Where loading and offloading arrangements on site will allow it, drivers should remain in their vehicles. Where drivers are required to exit their vehicle, they should wash or sanitise their hands before handling any materials
- Consider arrangements for monitoring compliance.

Hand Washing

- Allow regular breaks to wash hands
- Provide additional hand washing facilities (e.g. pop ups) to the usual welfare facilities, particularly on a large spread out site or where there are significant numbers of personnel on site, including plant operators
- Ensure adequate supplies of soap and fresh water are readily available and kept topped up at all times
- Provide hand sanitiser (min 70% alcohol based) where hand washing facilities are unavailable
- Regularly clean the hand washing facilities



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- Provide suitable and sufficient rubbish bins for hand towels with regular removal and disposal.

Toilet Facilities

- Restrict the number of people using toilet facilities at any one time (e.g. use a welfare attendant) and use signage, such as floor markings, to ensure 2 metre distance is maintained between people when queuing
- Wash or sanitise hands before and after using the facilities
- Enhance the cleaning regimes for toilet facilities, particularly door handles, locks and the toilet flush
- Portable toilets should be avoided wherever possible, but where in use these should be cleaned and emptied more frequently
- Provide suitable and sufficient rubbish bins for hand towels with regular removal and disposal.

Canteens and Rest Areas

Where possible, workers should be encouraged to bring their own food. They should also be required to stay on site once they have entered it and avoid using local shops.

Where there are no practical alternatives, workplace canteens may remain open to provide food to staff with appropriate adjustments for social distancing. Canteens should provide a takeaway service providing pre-prepared and wrapped food only.

- Consider increasing the number or size of facilities available on site if possible
- The capacity of each canteen or rest area should be clearly identified at the entry to each facility, and where necessary attendants provided to supervise compliance with social distancing measures
- Break times should be staggered to reduce congestion and contact at all times
- Drinking water should be provided with enhanced cleaning measures of the tap mechanism introduced
- Frequently clean surfaces that are touched regularly, using standard cleaning products e.g. kettles, refrigerators, microwaves
- Hand cleaning facilities or hand sanitiser should be available at the entrance to any room where people eat and should be used by workers when entering and leaving the area
- A distance of 2 metres should be maintained between users, wherever possible
- All rubbish should be put straight in the bin and not left for someone else to clear up
- Tables should be cleaned between each use
- Crockery, eating utensils, cups etc. should not be used unless they are disposable or are washed and dried between use
- Payments should be taken by contactless card wherever possible
- Canteen staff should wash their hands often with soap and water for at least 20 seconds before and after handling food
- Canteen staff and workers may use rest areas if they apply the same social distancing measures
- Consider arrangements for monitoring compliance.

Changing Facilities, Showers and Drying Rooms

- Consider increasing the number or size of facilities available on site if possible
- Based on the size of each facility, determine how many people can use it at any one time to maintain a distance of two metres
- Restrict the number of people using these facilities at any one time e.g. use a welfare attendant
- Introduce staggered start and finish times to reduce congestion and contact at all times
- Introduce enhanced cleaning of all facilities throughout the day and at the end of each day
- Provide suitable and sufficient rubbish bins in these areas with regular removal and disposal.



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Work Planning to Avoid Close Working

In line with Public Health England (PHE) guidelines, where it is not possible to follow the social distancing guidelines in full in relation to a particular activity, you should consider whether that activity needs to continue for the site to continue to operate, and, if so, take all the mitigating actions possible to reduce the risk of transmission.

Sites and work need to be planned and organised to avoid crowding and minimise the risk of spread of infection by following PHE and HSE guidance and the advice within these Site Operating Procedures.

Sites should remind the workforce (e.g. at daily briefings) of the specific control measures necessary to protect them, their colleagues, families and the UK population.

Hierarchy of Controls

If you are not able to work whilst maintaining a two metre distance, you should consider whether the activity should continue and, if so, risk assess it using the hierarchy of controls below and against any sector-specific guidance.

Eliminate	<ul style="list-style-type: none">Workers who are unwell with symptoms of Coronavirus (Covid-19) should not travel to or attend the workplaceRearrange tasks to enable them to be done by one person, or by maintaining social distancing measures (2 metres)Avoid skin to skin and face to face contactStairs should be used in preference to lifts or hoists and consider one ways systemsConsider alternative or additional mechanical aids to reduce worker interface <p>Site Meetings</p> <ul style="list-style-type: none">Only absolutely necessary meeting participants should attendAttendees should be at least two metres apart from each otherRooms should be well ventilated / windows opened to allow fresh air circulationConsider holding meetings in open areas where possible
Reduce	<p>Where the social distancing measures (2 metres) cannot be applied:</p> <ul style="list-style-type: none">Minimise the frequency and time workers are within 2 metres of each otherMinimise the number of workers involved in these tasksWorkers should work side by side, or facing away from each other, rather than face to faceLower the worker capacity of lifts and hoists to reduce congestion and contact at all timesRegularly clean common touchpoints, doors, buttons, handles, vehicle cabs, tools, equipment etc.Increase ventilation in enclosed spacesWorkers should wash their hands before and after using any equipment
Isolate	<p>Keep groups of workers that have to work within 2 metres:</p> <ul style="list-style-type: none">Together in teams e.g. (do not change workers within teams)As small as possibleAway from other workers where possible
Control	<p>Where face to face working is essential to carry out a task when working within 2 metres:</p> <ul style="list-style-type: none">Keep this to 15 minutes or less where possibleConsider introducing an enhanced authorisation process for these activitiesProvide additional supervision to monitor and manage compliance
PPE	<p>Sites should not use RPE for Coronavirus (Covid-19) where the two metre social distancing guidelines are met.</p>



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	<ul style="list-style-type: none">• Where it is not possible to maintain a two metre distance, each activity should be risk assessed using the hierarchy of controls and against any sector-specific guidance, mindful that masks (RPE) are the last resort in the hierarchy• Re-usable PPE should be thoroughly cleaned after use and not shared between workers• Single use PPE should be disposed of so that it cannot be reused• Where personnel are required to work in specific environments (e.g. where persons are shielding, with symptoms, or confirmed Coronavirus (Covid-19) cases may be present e.g. healthcare or in a home environment) additional PPE should be considered specific to the Coronavirus (Covid-19) risk
Behaviours	<p>The measures necessary to minimise the risk of spread of infection rely on everyone in the industry taking responsibility for their actions and behaviours.</p> <p>Please encourage an open and collaborative approach between workers and employers on site where any issues can be openly discussed and addressed.</p>

First Aid and Emergency Service Response

The primary responsibility is to preserve life and first aid should be administered if required and until the emergency services attend.

- When planning site activities, the provision of adequate first aid resources must be agreed between the relevant parties on site
- Emergency plans including contact details should be kept up to date
- Consideration must also be given to potential delays in emergency services response, due to the current pressure on resources
- Consider preventing or rescheduling high-risk work or providing additional competent first aid or trauma resources.

Cleaning

Enhanced cleaning procedures should be in place across the site, particularly in communal areas and at touch points including:

- Taps and washing facilities
- Toilet flush and seats
- Door handles and push plates
- Hand rails on staircases and corridors
- Lift and hoist controls
- Machinery and equipment controls
- All areas used for eating must be thoroughly cleaned at the end of each break and shift, including chairs, door handles, vending machines and payment devices.
- Telephone equipment
- Key boards, photocopiers and other office equipment
- Rubbish collection and storage points should be increased and emptied regularly throughout and at the end of each day.



Supplement for Plant Occupations

1. Introduction

The construction industry has collectively produced guidance on protecting the workforce during the coronavirus-COVID 19 pandemic to minimise the risk of spreading the infection, based on the Government's recommendations on social distancing. The document can be downloaded from <https://www.cpa.uk.net/cpalinksgovernmentindustryguidance/> or <https://builduk.org/coronavirus/>

This supplement is focussed on plant and equipment-based occupations in providing specific guidance in complying with the required social distancing. Plant operations generally should have exclusion zones between the machine and operator, and others around the machine with the exception being platforms for transportation or accessing (MEWPs, Hoists etc.) which are covered within the main document.

2. Scope of Occupations

For the purposes of this document, the following listed occupations are encompassed:

- Plant Operator/operatives;
- Supporting personnel e.g. slinger/signaller, 'banksman', **marshals**; rescue staff;
- Maintenance staff e.g. mechanics, fitters, inspectors/examiners, installers;
- Delivery/collection personnel e.g. 'low-loader' drivers.

3. Approaching and Preparing the Machine for Work

Where possible, there should be a policy of a dedicated operator for each machine, minimising the potential spread within the operator station. Where a change of operators takes place, then the described cleansing procedure in the main document needs to be re-enacted each time.

Normal handwashing procedures should be undertaken before approaching the machine. Components for accessing the operator station such as steps, handrails, handles, latches etc. should be treated as potentially contaminated and cleaned using appropriate products e.g. sanitisers/wipes/detergents etc. and methods before entering both the operator station e.g. cab or platform and areas to conduct pre-start checks. This is particularly important where others have accessed the machine.

Handles, levers, controls, steering wheels, switches, data screens, seat adjusting mechanisms, arm rests etc. within the operator station should further be cleaned as the first action. If gloves have been worn outside of the machine, they should be removed first before cleansing takes place and only re-worn after the operator station has been exited.



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4. Operating the Machine

Normal exclusion zone requirements apply in that supporting personnel and other workers are clear of all components of an operational machine. Where personnel need to approach the operator station, they should maintain the required distance (minimum of 2 metres) and not touch, lean or stand on any part of the machine during the conversation period. Hand signals or radio communication should be the main communication method in maintaining segregation and distancing of all personnel – see section 6 – Communications.

Passengers should not be in or on the operator station unless an integral part of the operation – direct support operative or hoist/MEWP activities. If this is the case, then the minimum distance needs to be maintained between any seating or standing position or alternative methods of conveyance considered.

During break periods, if the operator leaves the cab, hand washing procedures should be undertaken before going back to the machine. If gloves are or need to be worn when exiting the operator station, they should not touch controls, handrails etc. and removed when approaching the machine. If other personnel entered the operator station, sanitisation procedures as in section 1 should be undertaken.

5. Direct Support Activities

Gloves will routinely be used to handle equipment such as lifting chains, loads, machine components etc. during work and this should be maintained. The condition of gloves should be checked on a periodical basis and where skin is exposed, the gloves should be changed with sanitisation or hand washing undertaken before wearing the new gloves.

Communication with an operator or driver by marshals, signallers, support staff etc. should be in accordance with the advice on section 6 – communication

If an operation requires the use of a second person and is being supplied by the plant owner/supplier, they should not travel in the same vehicle to and from the site.

6. Communications

To maintain an effective exclusion zone and personal distancing, hand signals or two-way radio communication should be employed at all times. If radios are to be used, each radio needs to be sanitised by the user both before and after use. Radios should not be shared during the working day.

As with CDM requirements, exclusion zones should be enforced at all times. Support workers working directly with the machine e.g. slinger working with an excavator undertaking lifting operations should use hand signals. During briefings e.g. for lifting operations, minimum distancing should be maintained.

7. Ceasing of Operations and Shut Down

More than ever, operator stations should be isolated and secured, preventing **unauthorised access and others** from entering the operating station during out-of-service periods.

8. Maintenance and Inspection Activities

Visiting maintenance and inspection personnel should ensure that their vehicle, tools and equipment are sanitised prior to leaving the depot or travel start point. If several maintenance personnel are required for a particular activity, they should travel separately to the work location.

On arrival at the site, they should be made aware as part of any induction process where cleaning and sanitisation equipment and locations are. Before working on any machine, they



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should follow the advice described in section 1, including sanitisation/cleaning panel access hands, latches, support struts etc. where they are to work.

Where harnesses are being used when working at height e.g. by installation staff, they should be restricted to one wearer – one harness.

Gloves would normally be worn by maintenance staff anyway but should be regularly checked that they are in a sound condition and are regularly replaced. Tools should not be shared, even with other maintenance staff unless unavoidable.

On completion of maintenance or inspection activities, tools, equipment should be sanitised before being returned to storage with hands washed or sanitised before the vehicle is entered.

9. Loader/securer Operations

Sanitisation procedures as described in section 1 should be undertaken by drivers to their vehicle prior to leaving the depot. If delivering a machine or equipment, the operator station **needs** to be sanitised as well.

If additional personnel are required to assist with the loading/unloading activity, they should travel in a separate vehicle. On arrival at the site, the driver should be made aware, as part of any induction process, where cleaning and sanitisation equipment and locations are.

Before loading any machine, a repeat undertaking of sanitisation procedures should be done on each machine or equipment to be loaded. Gloves should be worn whilst handling the vehicle body or trailer, securing equipment and any materials being used for loading/unloading but removed prior to entering the cab.

During activities, other personnel should not enter the vehicle cab or handle any of the securing equipment unless part of the operation.

On completion of loading or unloading activities, hands washing, or sanitisation procedures should be followed before entering their vehicle.

10. Rescue Operations

Difficult-to-reach operator stations such as tower cranes or MEWPs, or where plant is being installed or de-rigged mean that consideration needs to be taken in ensuring rescue operations can meet the requirements of the Standard Operating Procedures in that the required minimum distancing can be maintained or that rescue personnel are equipped with suitable personal protection equipment to reduce the risk of transmission of the virus to or from each individual.

Further consideration must be taken into account of the availability of a full complement of rescue team personnel, either the emergency services or dedicated response teams and particularly where injury or potential infection to the operator has occurred. With the emergency services at full stretch, the availability of professional medical help may be very limited.

Alternative methods of work or other equipment should be considered as a temporary alternative to reduce resultant issues arising from needing to carry out a rescue operation at height.

11. Sources of Information

Public Health England guidance on the cleaning of non-medical cleaning and disinfection:
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/876221/COVID19_Guidance_Cleaning.pdf

Public Health England guidance on PPE requirements for potential infected personnel:
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/874411/When_to_use_face_mask_or_FFP3.pdf

JR Crane Services General requirements Social Distancing

There will be situations where it is not possible or safe for workers to distance themselves from each other by 2 metres.

General Principles

- Health and Safety Executive is the enforcing authority for PHE Guidelines. Criminal law and fines could be issued for non-compliance.
- Non-essential physical work that requires close contact between workers should not be carried out.
- Work requiring skin to skin contact should not be carried out.
- Plan all other work to minimise contact between workers.
- Re-usable PPE should be thoroughly cleaned after use and not shared between workers.
- Single use PPE should be disposed of so that it cannot be reused.
- Stairs should be used in preference to lifts or hoists (one way systems preferable)
- Where lifts or hoists must be used:
 - Lower their capacity to reduce congestion and contact at all times
 - Regularly clean touchpoints, doors, buttons etc.
- Increase ventilation in enclosed spaces.
- Regularly clean the inside of vehicle cabs and between use by different operators.
- Behaviour: Action and behaviour rely upon **all** maintaining compliance to the guidelines provided. An instant collaborative approach needs to exist to address site issues.

Site Meetings, Inductions or Briefings

- Only necessary meeting participants should attend.
- Attendees should be two metres apart from each other.
- All Inductions, Briefings or Meetings should be well ventilated outdoor spaces where social distancing can be maintained.
- Only the supervisor will 'sign on' to documentation. We will not be sharing pens, paperwork or other documents, until it can be established the virus has been abated.
- Our Crew(s) will not be surrendering their accreditations cards (CSCS/CPCS etc.) for copy. Copies can be provided on request via IT.

Working in the Mast / Tower or the Slewing Ring

- Crews will maintain as much distance as reasonably practicable. For example, staggering climbing times to avoid congregating on the staging platforms.
- Where the 2m cannot be maintained (hammering pins etc.), the duration should be minimised as best as possible.
- Work should be carried out side by side and back to back (as opposed to face to face) SFARP
- Additional PPE is to be worn during this period by the operatives in close proximity. This is to consist of an FFP3 face mask along with safety glasses and FF Visor (Splash Screen)

Accessing the Crane Cabin

- During the erection, there will be only one designated operative that will access the cabin.
- During a dismantle, the cabin will be wiped down before use.
- If another technician needs to access the cabin, the cabin must be wiped down (all hard surfaces such as grabrails, door handles, control levers etc, by the previous occupant and again by the new person accessing.

Using Two Way Radios

- Two-way radios must not be shared without being fully cleaned.
- Colour code radios to avoid mix-up between Supervisor/SS/Mobile Op
- Utilise A40 CPCS Approved Hand signals where possible.

Sharing Tools and other equipment

- Small tools must not be shared between operatives when the tool is being handled with bare skin.
- All tools must be wiped down / cleaned at the end of the working shift.
- Only one operative to pack tools away into the van.



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SARS-CoV-2nCoV COVID-19 DYNAMIC SITE RISK ASSESSMENT

Note: This Site Dynamic Risk Assessment Augments Government Guidelines and is site specific (i.e. pertinent to the address and client listed above)

Used in conjunction with operational risk assessments

Read in conjunction with and adhered to advice given above from Construction Leadership Council and CPA

Based on the principles of ERICPD: Eliminate, Reduce, Isolate, Control, PPE, Behaviour and Discipline

Key

5 Step Risk Assessment <ul style="list-style-type: none">• ID Hazard• Persons that could be harmed• Evaluate the Risk• Record Findings• Timescale and Manage “Residual Risk” RR	Hierarchy of Risk Controls Elimination or Substitution <ul style="list-style-type: none">• Method of Work Change• Reduction in Time/Exposure• Engineering Controls• Housekeeping• Safe Systems of Work• Training, Information, Communication• Health Surveillance (e.g Noise, Air)• PPE “Last Resort” ALARP: As low as reasonably practicable SFRP: So far as reasonably practicable	<table><tr><th>Likelihood</th><th>x</th><th>Severity</th><th>=</th><th>Risk</th><th>Control</th></tr><tr><td>1</td><td>Most Unlikely</td><td>1</td><td>Trivial</td><td>Min 1-2</td><td>Maintain</td></tr><tr><td>2</td><td>Unlikely</td><td>2</td><td>Slight</td><td>Low 3-4</td><td>Monitor</td></tr><tr><td>3</td><td>Likely</td><td>3</td><td>Serious</td><td>Med 6-8</td><td>Review</td></tr><tr><td>4</td><td>Most Likely</td><td>4</td><td>Major</td><td>High 9-16</td><td>Improve</td></tr></table>	Likelihood	x	Severity	=	Risk	Control	1	Most Unlikely	1	Trivial	Min 1-2	Maintain	2	Unlikely	2	Slight	Low 3-4	Monitor	3	Likely	3	Serious	Med 6-8	Review	4	Most Likely	4	Major	High 9-16	Improve
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Dynamic HARM Risk Assessment <table><tr><th>Hazard</th><th>Analysis</th><th>Risk</th><th>Management</th></tr><tr><td colspan="2">Nature and Likelihood</td><td colspan="2">Precautions and Reaction</td></tr><tr><td colspan="2">Nature Analyse the significant hazard, who is exposed, when and how Likelihood Consider your experience, statistics, guidance and judgement of it happening</td><td colspan="2">Precautions Physical, RAMS, Skills, Training and PPE Reaction Rescue, First Aid, Rehabilitation, Support and Health Surveillance</td></tr></table>			Hazard	Analysis	Risk	Management	Nature and Likelihood		Precautions and Reaction		Nature Analyse the significant hazard, who is exposed, when and how Likelihood Consider your experience, statistics, guidance and judgement of it happening		Precautions Physical, RAMS, Skills, Training and PPE Reaction Rescue, First Aid, Rehabilitation, Support and Health Surveillance		<p><u>Key for Persons:</u></p> <p>D= DIRECTOR M = MANAGER S = STAFF V = VISITOR</p> <p>AP = APPOINTED PERSON</p> <p>SUPV = ED SUPERVISOR/TEAM LEADER/CRANE SUPERVISOR/TECH ENGINEER</p> <p>SS = SLINGER/SIGNALLER CO = CRANE OPERATOR</p> <p>PC = PRINCIPLE CONTRACTOR REP. CC = CLIENT CONTRACTOR</p> <p>OT = OTHER TRADES GP = GENERAL PUBLIC</p>																	
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GENERAL

Ser	Hazard ID	Who may be Harmed	Initial Risk	Potential for Harm			Control Measures	Residual Risk		
				L	S	DR		L	S	DR
01	SARS-CoV-2 nCov (Novel Coronavirus) COVID-19	Team Members Site Workforce Families UK Population	Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	<p>Follow Government and NHS Guidelines</p> <p><u>Self-Isolation</u> Anyone who meets below criteria must not come to site Symptoms of coronavirus (COVID-19) are a cough, a high temperature and shortness of breath. Has underlying health issue or clinical condition Is within 14 days of the day when the first member of their household showed signs of Coronavirus.</p> <p><u>If Ill</u> Go home immediately if you develop a high temperature or persistent cough. Follow guidance on self-isolation</p> <p><u>Travel to site</u> Wherever possible workers should travel to site alone using their own transport and sites need to consider:</p> <ul style="list-style-type: none"> • Parking arrangements for additional cars and bicycles • Other means of transport to avoid public transport e.g. cycling • Providing hand cleaning facilities at entrances and exits. This should be soap and water wherever possible or hand sanitiser if water is not available • How someone taken ill would get home • Where public transport is the only option for workers, the following action is specifically requested: • Changing and staggering site opening hours to reduce congestion on the network • In central London, avoid using the tube during peak times of 05:45 - 7:30 and 16:00 - 17:30. 	1	4	4

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				L	S	DR		L	S	DR
02	SARS-CoV-2 nCov (Novel Coronavirus) COVID-19	Team Members Site Workforce Families UK Population	Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	<u>Personal Hygiene</u> Simple measures like washing your hands often with soap and water can help stop viruses like coronavirus (COVID-19) spreading. ■ <u>Social Distancing 2m</u> Can team segregation be maintained? ■ <u>Site Measures</u> <ul style="list-style-type: none"> • Stop all non-essential visitors • Introduce staggered start and finish times to reduce congestion and contact at all times • Monitor site access points to enable social distancing – you may need to change the number of access points, either increase to reduce congestion or decrease to enable monitoring • Remove or disable entry systems that require skin contact e.g. fingerprint scanners • Require all workers to wash or clean their hands before entering or leaving the site • Allow plenty of space (two metres) between people waiting to enter site • Regularly clean common contact surfaces in reception, office, access control and delivery areas e.g. scanners, turnstiles, screens, telephone handsets, desks, particularly during peak flow times • Reduce the number of people in attendance at site inductions and consider holding them outdoors wherever possible • Drivers should remain in their vehicles if the load will allow it and must wash or clean their hands before unloading goods and materials. • Restrict the number of people using toilet facilities at any one time e.g. use a welfare attendant • Restrict the number of people using smoking facilities at any one time e.g. use an attendant • Wash hands before and after using the facilities • Enhance the cleaning regimes for toilet facilities particularly door handles, locks and the toilet flush 	1	4	4

Ser	Hazard ID	Who may be Harmed	Initial Risk	Potential for Harm			Control Measures	Residual Risk		
				L	S	DR		L	S	DR
03	SARS-CoV-2 nCov (Novel Coronavirus) COVID-19	Team Members Site Workforce Families UK Population	Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	<ul style="list-style-type: none"> Portable toilets should be avoided wherever possible, but where in use these should be cleaned and emptied more frequently Provide suitable and sufficient rubbish bins for hand towels with regular removal and disposal. Dedicated eating areas should be identified on site to reduce food waste and contamination Break times should be staggered to reduce congestion and contact at all times Hand cleaning facilities or hand sanitiser should be available at the entrance of any room where people eat and should be used by workers when entering and leaving the area The workforce should be asked to bring pre-prepared meals and refillable drinking bottles from home Workers should sit 2 metres apart from each other whilst eating and avoid all contact Where catering is provided on site, it should provide pre-prepared and wrapped food only Payments should be taken by contactless card wherever possible Crockery, eating utensils, cups etc. should not be used Drinking water should be provided with enhanced cleaning measures of the tap mechanism introduced Tables should be cleaned between each use All rubbish should be put straight in the bin and not left for someone else to clear up All areas used for eating must be thoroughly cleaned at the end of each break and shift, including chairs, door handles, vending machines and payment devices. Introduce staggered start and finish times to reduce congestion and contact at all times Introduce enhanced cleaning of all facilities throughout the day and at the end of each day Consider increasing the number or size of facilities available on site if possible 	1	4	4

04	SARS-CoV-2 nCov (Novel Coronavirus) COVID-19	Team Members Site Workforce Families UK Population	Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	<ul style="list-style-type: none"> Based on the size of each facility, determine how many people can use it at any one time to maintain a distance of two metres Provide suitable and sufficient rubbish bins in these areas with regular removal and disposal. There will be situations where it is not possible or safe for workers to distance themselves from each other by 2 metres. In these situations, work should not be carried out. Where workers can distance themselves by 2 metres or more: Plan work to minimise interaction between workers Minimise face to face contact Keep groups of workers together and as small as possible to minimise the risk of transmission across the whole workforce e.g. maintain the same crew and shift pattern Re-usable PPE, e.g. eye protection, protective gloves and respiratory equipment, should be thoroughly cleaned after use and not shared between workers Single use PPE, e.g. dust masks and vinyl gloves, should be disposed of so that it cannot be reused Stairs should be used in preference to lifts or hoists Where lifts or hoists must be used: Lower their capacity to reduce congestion and contact at all times Regularly clean touchpoints, doors, buttons etc. Increase ventilation in enclosed spaces Regularly clean the inside of vehicle cabs and between use by different operators <p><u>Site Meetings</u></p> <ul style="list-style-type: none"> Attendees should be at least two metres apart from each other Rooms should be well ventilated / windows opened to allow fresh air circulation Consider holding meetings in open areas where possible <p><u>Re-evaluations</u></p> <ul style="list-style-type: none"> If more than 2 members of the lift team or more than 10 persons on any one site are confirmed to have contracted Covid 19 then JR Crane Services would review and re-evaluate site conditions and assess further action which may need to be taken The principal contractor must monitor overall site infections and advise JR Crane Services by updates 	1	4	4
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05	SARS-CoV-2 nCov (Novel Coronavirus) COVID-19	Team Members Site Workforce Families UK Population	Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	<u>Tower Crane Rescue</u> <ul style="list-style-type: none"> In the unlikely event that the tower crane operator required rescuing from the cabin of the crane it would not be possible to maintain the 2m exclusion zone as the rescue team need to get close enough to put on a harness and fit the necessary rescue equipment. All team members, including the operator would be affected It is reminded to all personnel that the tower crane operator is only to be rescued by the safe return method when there is a critical LIFE OVER LIMB emergency. This assessment should be made by a trained first aider and paramedics to be called as soon as possible. Refer to the tower crane rescue plan for full details If the decision to rescue is confirmed then all the team are to wear protective mouth/facemasks and gloves. This includes taking spare ones up for the operator as well <p>Ultimately the decision to rescue someone to save their life takes precedent over the smaller risk posed by COVID 19</p> <p>What the rescue team need to do is take all necessary precautions, as outlined above to minimise the risks associated with COVID 19</p> <p>If at any point the tower crane operator or rescue team is suspected to be showing symptoms of COVID 19, he is to be removed from site immediately. The same principle applies to all site members</p>	1	4	4

TOWER CRANE ERECTION/ALTERATION/DISMANTLE

Ser	Hazard ID	Who may be Harmed	Initial Risk	Potential for Harm			Control Measures	Residual Risk		
				L	S	IR		L	S	RR
06	SARS-CoV-2	Employees, Families	ED Cross Team Contamination	3	4	12	Managers are to ensure ED Teams have safety critical workers.	1	4	4
07	Erection Personnel not keeping 2 metres apart (social distancing) whilst setting up mobile crane	Employees 3P Contractor Site Workforce Families UK Population	Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	<ul style="list-style-type: none"> Supervisor to direct crane into correct position as per drawing. One erector will be designated by the supervisor to work with mobile crane team to place crane mats in correct position and sling ballast weights if required ensuring 2 metre social distancing is maintained at all times. Another erector will land the load on the mobile. Crane operator will keep the door to the cab shut until erector has left the crane. 	1	4	4 SUPV S CO
08	Erection Personnel not keeping 2 metres apart (social distancing) whilst getting tools and equipment out of vehicles	Employees Site Workforce Families UK Population	Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	<ul style="list-style-type: none"> One Erector will be designated to unload and reload at end of the day all of tools and equipment needed for the work. Each individual harness, other PPE and hammer/spanners will be kept separately, and each team member will look after their own kit. No PPE, hammers or spanners will be stored with other employees to avoid cross contamination. 	1	4	4 SUPV S

Ser	Hazard ID	Who may be Harmed	Initial Risk	Potential for Harm			Control Measures	Residual Risk		
				L	S	IR		L	S	RR
09	Erection Personnel not keeping 2 metres apart (social distancing) from other site personnel	Employees 3P Contractor Site Workforce Families UK Population	Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	<ul style="list-style-type: none"> Principle Contractor SFRP to ensure a closed site Exclusion zone to be set up and maintained throughout operation. When personnel need to leave the exclusion zone, they inform site management and a safe path is maintained to ensure 2 metre distance is maintained away from other site personnel. Food to be prepared for/by erection team prior to arriving on site and their break times included in rota for staggered breaks. Food is to be consumed in individual vans 	1	4	4 PC SUPV S OT
10	Erection Personnel not keeping 2 metres apart (social distancing) when loading/ unloading crane components to/from delivery trailers Hoisting components ED	Employees Site Workforce Families UK Population	Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	<ul style="list-style-type: none"> If used ladders will be secured instead of footing ladders if trailers need to be accessed for slinging/unslinging loads. SFRP Only one erector will access trailer at any one time and will be in charge of the load until handed over to another erector when lifting to a suitable height. If assistance with loads on the trailer is required one other erector will assist from ground level ensuring 2 metre distance is maintained. <u>Hoisting components ED</u> Short Tag lines will be considered SFRP on loads going to height (less tower sections) to enable one erector to control load with tag line whilst other erector is steering component in place to assist maintaining 2 metre distance. At ED Supervisors discretion (size, make, model) Where this is not practicable, Employees are to wear full PPE + Upscale 	1	4	4 SUPV S
11	PPE Upscale	Employees Site Workforce Families UK Population	Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	<ul style="list-style-type: none"> Normal Site PPE rules + Upscale (below) Latex Gloves to be worn under rigging gloves FFP 3 Face Mask Lightweight glasses Helmet Visor (Splash Mask) Anti-bacterial Spray, Wipes, Gel with clean regime of 2hrs Strict limited time of encroachment to be enforced by the supervisor Methodical Approach to segregation 	1	1	4 SUPV S

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				L	S	IR		L	S	RR
12	Erection Personnel not keeping 2 metres apart (social distancing) whilst connecting component parts of the cruciform bases together	Employees Site Workforce Families UK Population	Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	<ul style="list-style-type: none"> When putting together the cruciform base one erector will receive each component at the base of the tower crane and place in correct position as per drawings. This erector will then pin the sections together using his own hammer. When the cruciform is put together this erector will leave the area take a rest period. At times assistance from another erector will be needed and if so, a 2-metre distance is achievable whereby one erector is at one end of component steering it so the other erector can line holes up in order to put pin in place. Once connections are secure, the other erector will then leave area. PPE + Upscale where this is not practicable 	1	4	4 SUPV S
13	Erection Personnel not keeping 2 metres apart (social distancing) whilst connecting tower sections together	Employees Site Workforce Families UK Population	Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	<ul style="list-style-type: none"> The tower sections will be guided into place by two erectors stood at the last connection (top of previous tower section) and two erectors one section below (5 metres away) in opposing platform corners When in place the erector at the connection point will hammer one pin in each corner of the section, fit and secure Rotation is to be maintained along with segregation IF tower is 2m+ square normal SOP can be established utilising corners This will process will be repeated until the tower is at its full height. All erectors involved will take frequent rest breaks to combat fatigue. PPE + Upscale where this is not practicable/able to keep 2m PPE + Upscale and use of FF Splash masks by all during tower dismantles is mandatory for the drift holder/hammer/catcher whilst knocking pins out (3-man task) 	1	1	4 SUPV S
14	Erection Personnel not keeping 2 metres apart (social distancing) whilst putting slewing ring section on top of tower	Employees Site Workforce Families UK Population	Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	<ul style="list-style-type: none"> The top tower section (slewing ring section) will be guided into place by two erectors on the last connection (top of previous tower section) and two erectors one section below (5 metres away) When in place the erector at the connection point will hammer one pin in each corner of the section, fit and secure. Both erectors will then leave the area and relief erectors will go up the tower and hammer one pin in each corner of the section, fit and secure. Rotation will take place PPE + Upscale where this is not practicable 	1	4	4 SUPV S

Ser	Hazard ID	Who may be Harmed	Initial Risk	Potential for Harm			Control Measures	Residual Risk		
				L	S	IR		L	S	RR
15	Erection Personnel not keeping 2 metres apart (social distancing) whilst connecting A-frame to slewing ring section	Employees Site Workforce Families UK Population	Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	<ul style="list-style-type: none"> Two erectors will guide the A-frame by hand at 2m Once in place the erectors guiding it by hand will then pin the A-frame, hammer the pins home, fit and secure. One erector will then take the slings from the A-Frame. Both erectors will climb down a section and another erector will climb to the work platform for the next phase of the operation if fatigued. Natural breaks in components will negate this. PPE + Upscale where this is not practicable 	1	4	4 SUPV S
16	Erection Personnel not keeping 2 metres apart (social distancing) whilst connecting cab to slewing ring section	Employees Site Workforce Families UK Population	Spread of coronavirus; serious illness and possible death	3	4	12	<ul style="list-style-type: none"> The erector will then guide the crane cab into place, fit and secure Then he will take the slings off the load and direct the crane down for the next load PPE + Upscale where this is not practicable (size, make, model) 	1	4	4 SUPV S
17	Erection Personnel not keeping 2 metres apart (social distancing) whilst assembling front jib. Ground Level	Employees Site Workforce Families UK Population	Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	<ul style="list-style-type: none"> The jib will be joined together by 2 no. erectors. Each will guide the sections together and make the connections from one side of the jib only. Only one designated erector will attach/release any chains or slings. A third erector will be at the opposite end of the jib section to guide the section with a short tag line When connecting tie bars, the 2 no. erectors will be positioned at opposite ends of the bar. Slings or chains will be attached/released by a single person. PPE + Upscale where this is not practicable 	1	4	4 SUPV S

Ser	Hazard ID	Who may be Harmed	Initial Risk	Potential for Harm			Control Measures	Residual Risk		
				L	S	IR		L	S	RR
18	Personnel not keeping 2 metres apart (social distancing) whilst connecting counter jib to slewing ring section	Employees Site Workforce Families UK Population	Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	<ul style="list-style-type: none"> Two erectors will stay on the top platform of the crane at 2m. The counter jib of the crane will be sent up with a tag line fitted. The erector below on the ground will control the tag line and the erector on the top platform will control the mobile crane via 2 – way radio and guide the counter jib heel towards the securing points on the top platform. Once in place the erector will pin the C-jib, fit and secure, then direct the operator to hoist up to overdraw the jib in slightly and then fit and secure the tie bars. He will then direct the crane to lower off and release the slings. 	1	4	4 SUPV S
19	Erection Personnel not keeping 2 metres apart (social distancing) whilst securing/loading ballast blocks onto back jib of crane	Employees Site Workforce Families UK Population	Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	<ul style="list-style-type: none"> The erector will stand on counter jib of the crane and he will place the ballast blocks in the correct locating area. This will be done by one person. PPE + Upscale where this is not practicable due to size, make, model of tower crane. When two erectors are required. 	1	4	4 SUPV S
20	Erection Personnel not keeping 2 metres apart (social distancing) whilst connecting front jib to slewing ring section	Employees Site Workforce Families UK Population	Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	<ul style="list-style-type: none"> Two erectors will stay on the top platform of the crane and another erector will remain in the slewing ring section. 2m The front jib of the crane will be sent up with 2x tag line fitted. The erectors below on the ground will control the tag lines and the SS on the top platform will control the mobile crane via 2 – way radio and guide the jib heel towards the securing points on the top platform. Once in place the erectors will pin the jib maintaining 2m, fit and secure (luffing jib) and then direct the operator to hoist up to overdraw the jib in slightly and then secure temporary straps to top of A Frame. He will then direct the crane to lower off and release the slings. Once pinned and secure, he will release chains and slew away, then hoist the luffing bridle and take the weight of the jib. PPE + Upscale where this is not practicable due to size, make, model of tower crane. 	1	4	4 SUPV S

Ser	Hazard ID	Who may be Harmed	Initial Risk	Potential for Harm			Control Measures	Residual Risk		
				L	S	IR		L	S	RR
21	Erection Personnel not keeping 2 metres apart (social distancing) whilst putting luffing rope on/taking luffing rope off a luffing jib crane	Employees Site Workforce Families UK Population	Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	<ul style="list-style-type: none"> The Hoist rope will be fed along the rope pulley path by a single erector, other erectors may assist however, they will remain at least 5m away from the end of the rope. Whilst the jib is secured on the restraining ropes (pendant ropes). One erector will instruct the operator of the mobile crane and attach crane hook to the bridle & then direct the technician who will be operating the tower crane to pay off the luffing rope on the tower crane until there is sufficient to connect to the jibtie-bars. The erector will then access the jib, pin and secure the bridle. He will then release chains and instruct the mobile to slew away, then he will instruct the tower crane operator to hoist the luffing bridle and take the weight of the jib 	1	4	4 SUPV S
22	Technician not keeping 2 metres apart (social distancing) whilst working on electrical systems to facilitate power to crane and carry out settings of limits and programming the computer for particular configuration	Employees Site Workforce Families UK Population	Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	<ul style="list-style-type: none"> The technician will be at base of crane and will confirm that the main MDU feeding the isolator at the base of the crane is isolated. The technician will then connect 3- phase power to the adjacent isolator box provided by site, he will then inform site that the cables have been connected. At this time the power supply to be turned on. He will then climb the crane ensuring there are no erectors in his path to the crane cab and he will slew the crane around ready to accept the counter jib (technicians are qualified operators). The technician will then stay in the cab until the crane needs moving and he will work between the cab and the back electrical panel during the erection ensuring 2 metre distance is kept between himself and erectors. He will then programme the crane control during the erection and testing process. 	1	4	4 TECH
23	Erection Personnel not keeping 2 metres apart (social distancing) whilst an inspection is carried out by the supervisor prior to the crane being tested	Employees Site Workforce Families UK Population	Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	<ul style="list-style-type: none"> All operatives except for the technician who will remain in the cab of the crane will leave the crane and the supervisor will climb the crane and shall examine the crane to confirm: Structural connections in order; correct configuration of the crane; correct ballast; correct reeving of ropes and all rope anchorage points are in order and that the crane is free from any defects. 	1	4	4 SUPV TECH

Ser	Hazard ID	Who may be Harmed	Initial Risk	Potential for Harm			Control Measures	Residual Risk		
				L	S	IR		L	S	RR
24	Erection Personnel not keeping 2 metres apart (social distancing) whilst testing the crane	Employees Site Workforce Families UK Population	Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	<ul style="list-style-type: none"> The technician will be in the cab of the crane to operateduring the test. One erector will load the weights on/off transport. One erector will take the weights to designated points in order to carry out the tests. The supervisor erector will supervise from a distance. 	1	4	4 SUPV TECH S
25	Erection Personnel not keeping 2 metres apart (social distancing) whilst carrying out a Rescue	Employees Site Workforce Families UK Population	Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs Suspended ED Erector Trauma	2 LOW	4	8	<ul style="list-style-type: none"> Jib work is to be conducted utilising 60cm fall restraint lanyards. As this will be an emergency situation the rescue procedure identified in the method statement will be followed. The erectors have been trained and are competent to carry out the rescue but due to the fact it is an emergency the social distancing rule will not be able to be kept. Contact within 2 metres will be kept to a minimum. PPE + Upscale where this is not practicable Likelihood of a rescue being required is remote Any indication that bodily fluid has been transferred the individual will be required to self-isolate (CPR) Principle Contractors Emergency Plan with assistance will have to be triggered 	1	4	4 SUPV PC
26	Erectors becoming fatigued due to excessive climbing, using hammers and extra strain put on body due to working on their own.	Employees	Exhaustion	4	4	16	<ul style="list-style-type: none"> The erection and dismantling of the crane will be far more onerous than is usual for the team as a whole. The workload instead of being shared at points during the operations will be done by one person to ensure social distancing (2 metres). Climbing the crane will be multiplied for most members of the team and the operation will take longer than usual to comply with the method of work. In order to ensure each member remains fresh and able to maintain the concentration needed we will ensure the following: Frequent rest periods are to be taken for the team; More time is allocated to each job to account for the method of work to ensure we are not setting unrealistic deadlines; Open discussion encouraged to raise concerns during operation Supervisor to identify excessive demands on team members and re-allocate work when required. ED Manager to stand-down teams to rest between projects 	2	4	8 ED Team SUPV M

TOWER CRANE OPERATOR

OPERATING ON PRINCIPLE CONTRACTORS/HIRER SITE

SERVICE/MAINTENANCE ENGINEER

Ser	Hazard ID	Who may be Harmed	Initial Risk	Potential for Harm			Control Measures	Residual Risk		
				L	S	IR		L	S	RR
27	SARS-CoV-2 nCov (Novel Coronavirus) COVID-19 Lack ability to follow Guidelines	Tower Crane Operator Engineer Site Workforce Families UK Population	Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs Compliance	3	4	12	Follow Government and NHS Guidelines Principle Contractors and Employees are to follow Standard Operating Procedures (page 3-11) <u>Recognise the Symptoms</u> Symptoms of coronavirus (COVID-19) are a cough, a high temperature and shortness of breath. YES -Operator is to communicate to the Lift Supervisor the onset of symptoms -Egress the TC taking all personal belongings and rubbish -TC is STOP for 72hours or <u>Deep Clean</u> of the cab, controls, platform handrails, ladders be conducted with a deep clean form (Permit) -Engineers are to deep clean tools/equipment <u>Personal Hygiene</u> Simple measures like washing your hands often with soap and water can help stop viruses like coronavirus (COVID-19) spreading. YES -Principle Contractor strict adherence to -Principle Contractors supply of PPE Deep Clean Latex Gloves, Masks, Antibacterial sprays, wipes Hand Sanitisers -Operator to conduct periodic cleaning of AOR <u>Social Distancing 2m</u> Can Operator/Engineer segregation be maintained? YES -TC are to be designated a sole operator -Increased rest breaks and cleaning regime	1	4	4 PC CC CO SUPV TECH

Ser	Hazard ID	Who may be Harmed	Initial Risk	Potential for Harm			Control Measures	Residual Risk		
				L	S	IR		L	S	RR
28	SARS-CoV-2 nCov (Novel Coronavirus) COVID-19 Vulnerabilities Complications	Tower Crane Operator ED Field Employees Engineer Site Workforce Families UK Population	Vulnerable Person Social complications Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	4	4	16	Tower Crane Operators/Engineers are to be selected as non-vulnerable; Less 70 Years Old No underlying complications such as; -Weakened immune system, Spleen -Instructed to obtain a flu jab annually -Chronic Respiratory-Pulmonary, Kidney, Liver, Heart -Pregnant -Use of steroids -Consideration of Social complications (living with the vulnerable)	1	4	4 CO TECH S
29	SARS-CoV-2 nCov (Novel Coronavirus) COVID-19 Rescue	Tower Crane Operator Engineer Site Workforce Families UK Population	Tower Crane Rescue Spread of coronavirus; serious illness and possible death	2 LOW	4	8	Principle Contractors dedicated Rescue Plan Trained Personnel Adequate manned team available at all times PPE to encroach 2m safe distance (minimise 15minute) -Respiratory Equipment (face mask FF3) -Latex Gloves -Glasses	1	4	4 PC S
30	SARS-CoV-2 nCov (Novel Coronavirus) COVID-19 Medical Encroachment 2m rule	Tower Crane Operator Engineer Site Workforce Families UK Population	Medical First Aid Contact Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	Principle Contractors dedicated Medical Facility PPE + Upscale for dedicated Med Tech AED Emergency Plan 999 Emergency Services - NHS 111 Trained dedicated First Aiders Life Threatening Airway Breathing Circulation Disability/Broken Bones Evacuation <u>Avoid Skin/Skin Contact</u> All individuals providing first aid MUST self-isolate if bodily fluids are suspected to have exchanged (CPR) Signs/Symptoms	1	4	4 PC S

Ser	Hazard ID	Who may be Harmed	Initial Risk	Potential for Harm			Control Measures	Residual Risk		
				L	S	IR		L	S	RR
31	SARS-CoV-2 nCov (Novel Coronavirus) COVID-19 Lack PPE	Tower Crane Operator Engineer Site Workforce Families UK Population	Exposure body parts Risk of contamination PPE Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	PPE Site Minimum PPE Standards to be maintained Head to Toe (Hard Protection and Hi Visibility) Gloves, Ear +80db and Eye Protection Plus Disposable face masks SFRP, however 2m will be observed Latex disposable gloves Hand Sanitiser Antibacterial spray Refuse collection bags (double skinned) Principle Contractor S.S.O.W to follow for the safe use, methodology and disposal on a daily basis	1	4	4 PC CO TECH
32	SARS-CoV-2 nCov (Novel Coronavirus) COVID-19 Fatigue	Tower Crane Operator/Engineer Site Workforce Families UK Population	Fatigue: Exhaustion Decreased focus Work Shift Patterns Shared plant (Cab, Access)	3	4	12	Tower Cranes are to be allocated to a sole operator SFRP Shift patterns developed around this with no relief SFRP Increased rest periods – Shorter working day SMART Objectives: This will slow production so realistic daily objectives need to be set	1	4	4 PC CC
33	SARS-CoV-2 nCov (Novel Coronavirus) COVID-19 Communication	Tower Crane Operator Engineer Site Workforce Families UK Population	Indifference -Awareness -Communication Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	Daily Open-Air Meeting at the TC Board 2m Distancing Table to display plans to be read and observed Daily reminder of above measures and RA Shift/Rest Patterns COVID-19 Update. GOV/CLC/CPA Toolbox Talk Lifting objectives Emergency Procedures RA MS Lift Plans Signed into individually using own pen Issue of individual radios – cleaning regime Discipline	1	4	4 PC CC CO SS S TECH
34	SARS-CoV-2 nCov (Novel Coronavirus) COVID-19 Overcrowding	Tower Crane Operator/Engineer Site Workforce Families UK Population	Public Transport Overcrowding Heavy Populated Urban Environment Exposure/Infection	3	4	12	Lift Teams are advised to utilise own transport Travel individually Parking to be made available on-site Staggered access/egress time with other essential trades Maintain 2m rule in/out work	1	4	4 SUPV CO SS TECH

Ser	Hazard ID	Who may be Harmed	Initial Risk	Potential for Harm			Control Measures	Residual Risk		
				L	S	IR		L	S	RR
35	SARS-CoV-2 nCov (Novel Coronavirus) COVID-19 Contamination PRE-START CHECKS	Tower Crane Operator/Engineer Site Workforce Families UK Population	Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs Approaching and Preparation TC	3	4	12	Hands are to be washed pre-post work Sanitiser applied Latex gloves worn under general purpose gloves Access/Egress High Touch Areas are to be cleaned; -Hatches, Door Handles, Panels, Handrails -Cab Controls, Levers, Seat Mech, Tools -Security features Padlocks, Pads and Keys	1	4	4 CO
36	SARS-CoV-2 nCov (Novel Coronavirus) COVID-19 Restricted Access Unauthorised Access	Tower Crane Operator/Engineer Site Workforce Families UK Population	Security TC Unauthorised Access Spread of coronavirus; serious illness and possible death Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	Operator is to conduct the correct closedown procedure Security -Lock Cab Access -Lock Anti-climb Hatches -Lock TC Base Security Hoarding -Key to be placed in a sterile clear bag -Bag and Key to be positioned in a pre-determined place within the site office (un-molested)	1	4	4 CO PC CC
37	SARS-CoV-2 nCov (Novel Coronavirus) COVID-19 Hygiene	Tower Crane Operator Engineer Site Workforce Families UK Population	Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	Wash hands/sanitise frequently for 20 sec Following; -Blow nose, Sneeze, Coughing -Arrival access/egress to site -Before/after eating -Use of public transport -Access/egress: Plant, Equipment, Vans -Arrive home	1	4	4
38	SARS-CoV-2 nCov (Novel Coronavirus) COVID-19 Ventilation	Tower Crane Operator Engineer Site Workforce Families UK Population	Exposure Infection NHS Infrastructure Lack of Testing/Screening Lack of Antiviral Drugs	3	4	12	Increase airflow Open all available windows in plant	1	4	4



SITE/PLANT STANDARD OPERATING
PROCEDURES

COVID-19 PROTECTING THE WORKFORCE

JR Crane Services Ltd
Unit 2, 2 Hollands Road
Haverhill, Suffolk
CB98PP
+44 (0)1440 841100

Basic Details

Project Name:		
Client:		
Reason (training/lessons learned):	Additional Control Measures added to RAMS	
Person Giving TBT:	Name:	Signature:
Date:		

Summary

A discussion on the Updated Risk Assessment to be applied with immediate effect, to mitigate distancing and add control measures given with current Government advice.

Sign Off

The personnel below have signed to confirm they have received and understood the briefing on the safe system of work, the assessed risks and controls, and that they will fully comply with the requirements of the approved task method statement.

No	Name	Signature
1		
2		
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SITE/PLANT STANDARD OPERATING
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<u>No</u>	<u>Name</u>	<u>Method of travelling to work</u>						<u>Travel Time Start</u>	<u>Travel Time End</u>
		<u>Private Vehicle</u>	<u>Shared Vehicle</u>	<u>Taxi</u>	<u>Public Transport</u>	<u>Walk/Bicycle</u>	<u>Other</u>		
1	Mr A. Example	✓						0730-0800	1800-1830

Note if travelling on public transport the government advise not to travel between the times of (05:45 - 7:30 and 16:00 - 17:30). JRCS employees must avoid public transport as far as practically possible and utilise a private vehicle



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PROCEDURES
COVID-19 PROTECTING THE WORKFORCE

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JR CRANE SERVICES TRAVEL PERMIT

Name: _____

Job title: _____

Project/Site Name: _____

Start Date: _____ On-going

The person named above are travelling to and from work only, to a construction site on which we are a subcontractor

At the time of issuing this notice, the site detailed above remains open and operational. The sites we are operating on have stringent measures in place to ensure working practices are meeting with the current government guidelines to remain open.

Any queries can be directed to JR Crane Services Head Office:

OFFICE NUMBER: 01440 841 100