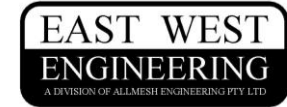


# Appendix A – to form Part of the Instruction Manual

## Risk Control Measures & Risk Assessment for Identified Hazards



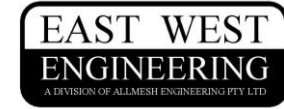
Equipment Type & Description: Type WP-NC Crane Cage Sheet: 1 of 13

Operation	Hazards Identified	Risk Assessment	Risk Control Measures in Place	Risk Control In Place (Date)
1. Crane Operational Safety Pre-Checks.	a) Unsafe use of Crane resulting in Cage, Occupants and/or items shifting & falling from height and striking Personnel and/or objects.	<ul style="list-style-type: none"> <li>• Serious Risk to Occupants.</li> <li>• Serious Risk to Personnel.</li> <li>• Moderate Risk to Operator.</li> </ul>	<ul style="list-style-type: none"> <li>- The Crane has been duly commissioned &amp; all lifting apparatus appropriately marked in accordance with AS 1418.</li> <li>- Pre-operational inspections (in accordance with AS 2550.1), to be carried out before each shift – Crane taken out of service if any risks or malfunctions are found. These MUST be reported &amp; recorded for assessment by a competent person.</li> <li>- Operator to review logbook, be satisfied about presence of unauthorised personnel on the Crane &amp; the safe working conditions of the Crane.</li> <li>- Operator to ensure the rated working load of the Crane &amp; any lifting apparatus is not exceeded.</li> <li>- (continued on sheet 2 of 13).</li> </ul>	

Assessment carried out by: Allan WALKER, East West Engineering Date of Assessment: 20th May 2013

# Appendix A – to form Part of the Instruction Manual

## Risk Control Measures & Risk Assessment for Identified Hazards



Equipment Type & Description: Type WP-NC Crane Cage Sheet: 2 of 13

Operation	Hazards Identified	Risk Assessment	Risk Control Measures in Place	Risk Control In Place (Date)
1. Crane Operational Safety Pre-Checks (continued).	a) Unsafe use of Crane resulting in Cage, Occupants and/or items shifting & falling from height and striking Personnel and/or objects. (continued)	<ul style="list-style-type: none"> <li>• Serious Risk to Occupants.</li> <li>• Serious Risk to Personnel.</li> <li>• Moderate Risk to Operator.</li> </ul>	<ul style="list-style-type: none"> <li>- Ensure minimum Crane SWL at the maximum Crane radius for work being carried out is 1540kg.</li> <li>- Any stabilisers to be engaged prior to lifting.</li> <li>- All Crane movements to be carried out under power.</li> <li>- The operational areas to be assessed for hazards prior to and during work shifts.</li> <li>- The Crane must be left in safe condition after each shift.</li> <li>- Inspections, maintenance and repairs to be carried out in accordance with the relative Crane Instruction Manuals and AS 2550.1.</li> </ul>	

Assessment carried out by: Allan WALKER, East West Engineering Date of Assessment: 20th May 2013

# Appendix A – to form Part of the Instruction Manual

## Risk Control Measures & Risk Assessment for Identified Hazards



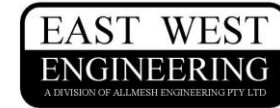
Equipment Type & Description: Type WP-NC Crane Cage Sheet: 3 of 13

Operation	Hazards Identified	Risk Assessment	Risk Control Measures in Place	Risk Control In Place (Date)
1. Crane Operational Safety Pre-Checks (continued).	b) Electric Shock	<ul style="list-style-type: none"> <li>• Serious Risk to Occupants.</li> <li>• Serious Risk to Operator.</li> <li>• Serious Risk to Personnel.</li> </ul>	<ul style="list-style-type: none"> <li>- All Risk Control Measures outlined in 1(a) above are to be in place.</li> <li>- The Power Supply is to be compatible with the Crane.</li> <li>- Operator to keep clear of overhead obstructions and in particular MAINTAIN RELEVANT CLEARANCES of ELECTRICAL Conductors.</li> <li>- A Spotter shall be used whenever operating near aerial conductors in accordance with AS 2550.1.</li> <li>- Ensure an Electrical isolation procedure developed for the Crane is in place – Operator must know location of main isolation switch &amp; fire fighting equipment.</li> <li>- If more than 25 persons employed at workplace/site, a Certified First Aider to be at Workplace or on Site.</li> </ul>	

Assessment carried out by: Allan WALKER, East West Engineering Date of Assessment: 20th May 2013

# Appendix A – to form Part of the Instruction Manual

## Risk Control Measures & Risk Assessment for Identified Hazards



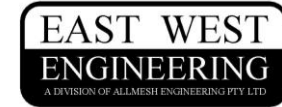
Equipment Type & Description: \_\_\_\_\_ Type WP-NC Crane Cage \_\_\_\_\_ Sheet: 4 of 13 \_\_\_\_\_

Operation	Hazards Identified	Risk Assessment	Risk Control Measures in Place	Risk Control In Place (Date)
2. Crane Cage Operational Safety Pre-Checks.	a) Unsafe use of Cage resulting in Cage, Occupants and/or items shifting & falling from height and striking Personnel and/or objects.	<ul style="list-style-type: none"> <li>• Serious Risk to Occupants.</li> <li>• Serious Risk to Personnel.</li> <li>• Moderate Risk to Operator.</li> </ul>	<ul style="list-style-type: none"> <li>- Inspections, maintenance and repairs to be carried out in accordance with these Instructions.</li> <li>- The Chain Sling to be inspected in accordance with Section 7 of these Instructions and AS 3775 using Appendix B.</li> <li>- All safety harness anchor points to be inspected in accordance with Section 7 of these Instructions and AS/NZS 1891.4 using Appendix C.</li> <li>- All Pre-Checks listed in the Instruction Manual are to be carried out before each shift.</li> <li>- The Cage is to be fitted securely to the crane lifting apparatus according to these Instructions.</li> <li>- All instructions for the use of the Cage as laid out in the Instruction manual are to be followed.</li> <li>- (continued on sheet 5 of 13).</li> </ul>	

Assessment carried out by: \_\_\_\_\_ Allan WALKER, East West Engineering \_\_\_\_\_ Date of Assessment: 20th May 2013 \_\_\_\_\_

# Appendix A – to form Part of the Instruction Manual

## Risk Control Measures & Risk Assessment for Identified Hazards



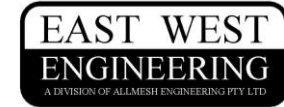
Equipment Type & Description:           Type WP-NC Crane Cage           Sheet:   5   of   13  

Operation	Hazards Identified	Risk Assessment	Risk Control Measures in Place	Risk Control In Place (Date)
2. Crane Cage Operational Safety Pre-Checks (continued)	a) Unsafe use of Cage resulting in Cage, Occupants and/or items shifting & falling from height and striking Personnel and/or objects. (continued).	<ul style="list-style-type: none"> <li>• Serious Risk to Occupants.</li> <li>• Serious Risk to Personnel.</li> <li>• Moderate Risk to Operator.</li> </ul>	<ul style="list-style-type: none"> <li>- The Operator to lift the Cage to required working height to confirm all systems are functioning correctly.</li> <li>- Cage to carry NO MORE THAN four (4) persons.</li> <li>- Total hoisted load of Cage &amp; its contents to be NO MORE THAN 770kg.</li> <li>- The Operator to ensure there has been no unauthorised interference or alteration to the equipment that may cause risk.</li> <li>- The hoist used to lift the Cage is not to be twisted or tangled before lifting.</li> <li>- If any equipment becomes unsafe, stop all usage until risk has been eliminated or controlled.</li> <li>- The use of the Crane Cage is limited to those situations for which it is specifically designed and/or in accordance with AS 2550.1.</li> </ul>	

Assessment carried out by:           Allan WALKER, East West Engineering           Date of Assessment:           20th May 2013

# Appendix A – to form Part of the Instruction Manual

## Risk Control Measures & Risk Assessment for Identified Hazards



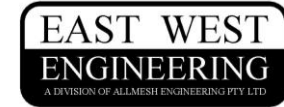
Equipment Type & Description:          Type WP-NC Crane Cage Sheet: 6 of 13

Operation	Hazards Identified	Risk Assessment	Risk Control Measures in Place	Risk Control In Place (Date)
3. Lifting, lowering & manoeuvring Crane Cage with or without Occupants and/or items with Crane.	a) Unsafe/incompetent Operator.	<ul style="list-style-type: none"> <li>• Serious Risk to Occupants.</li> <li>• Serious Risk to Operator.</li> <li>• Serious Risk to Personnel.</li> </ul>	<ul style="list-style-type: none"> <li>- Only certified &amp; fully trained Operators are to use the Crane.</li> <li>- Operators must not work the Crane unless they are physically &amp; mentally capable.</li> </ul>	
	b) Occupants and/or Items falling from height.	<ul style="list-style-type: none"> <li>• Serious Risk to Occupants.</li> <li>• Serious Risk to Personnel.</li> <li>• Moderate Risk to Operator.</li> </ul>	<ul style="list-style-type: none"> <li>- All Risk Control Measures outlined in 1(a) &amp; 2(a) above are to be in place.</li> <li>- Operator to ensure the Cage is fitted securely to the crane lifting apparatus.</li> <li>- Mobile Cranes are not to travel with personnel in the Cage.</li> <li>- Barriers/warning signs in areas subject to passing traffic to be installed.</li> <li>- Cage should NOT BE USED in winds in excess of 7m/s (25km/h), electrical storms, ice sleet or other adverse weather conditions which could affect the safety of personnel.</li> <li>- (continued on sheet 7 of 13).</li> </ul>	

Assessment carried out by:         Allan WALKER, East West Engineering         Date of Assessment:         20th May 2013

# Appendix A – to form Part of the Instruction Manual

## Risk Control Measures & Risk Assessment for Identified Hazards



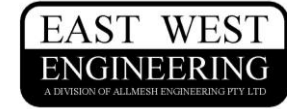
Equipment Type & Description:           Type WP-NC Crane Cage           Sheet:   7   of   13  

Operation	Hazards Identified	Risk Assessment	Risk Control Measures in Place	Risk Control In Place (Date)
3. Lifting, lowering & manoeuvring Crane Cage with or without Occupants and/or items with Crane. (continued)	b) Occupants and/or Items falling from height. (continued)	<ul style="list-style-type: none"> <li>• Serious Risk to Occupants.</li> <li>• Serious Risk to Personnel.</li> <li>• Moderate Risk to Operator.</li> </ul>	<ul style="list-style-type: none"> <li>- All Occupants MUST wear safety harnesses attached to the anchor points via a safety line.</li> <li>- Safety harness attachment to anchor points MUST be made from within the Crane Cage.</li> <li>- The Cage is to be raised no higher than necessary.</li> <li>- Operator to hoist Cage vertically in a smooth manner slowly with minimum acceleration &amp; deceleration.</li> <li>- Occupants must stand on floor of Cage at all times – ladders or other means not to be used to gain extra height.</li> <li>- Occupants must not enter or exit Cage when elevated (except in emergencies) – conduct risk assessment to identify area of best egress.</li> </ul>	

Assessment carried out by:           Allan WALKER, East West Engineering           Date of Assessment:           20th May 2013

# Appendix A – to form Part of the Instruction Manual

## Risk Control Measures & Risk Assessment for Identified Hazards



Equipment Type & Description:           Type WP-NC Crane Cage           Sheet:     8     of     13    

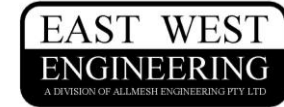
Operation	Hazards Identified	Risk Assessment	Risk Control Measures in Place	Risk Control In Place (Date)
3. Lifting, lowering & manoeuvring Crane Cage with or without Occupants and/or items with Crane. (continued)	c) Cage and/or load uncontrolled and/or having unexpected movements.	<ul style="list-style-type: none"> <li>• Serious Risk to Occupants.</li> <li>• Serious Risk to Personnel.</li> <li>• Moderate Risk to Operator.</li> </ul>	<ul style="list-style-type: none"> <li>- All Risk Control Measures outlined in 3(b) above are to be in place.</li> <li>- Operator to gain assurance from a responsible person that the Cage and any load may be handled safely.</li> <li>- Use a 'tagline' if necessary.</li> <li>- Operator to avoid sudden stops, jerky movements.</li> <li>- Operator to stay with controls at all times.</li> <li>- Cage not to be moved unless the safety of persons in the vicinity of the Crane is assured.</li> <li>- Operator to follow directions &amp; signals given by an authorised person unless a dangerous situation occurs in which case all Cage movements to cease.</li> <li>- (continued on sheet 9 of 13).</li> </ul>	

Assessment carried out by:                                 Allan WALKER, East West Engineering                                 Date of Assessment:                         20th May 2013



# Appendix A – to form Part of the Instruction Manual

## Risk Control Measures & Risk Assessment for Identified Hazards



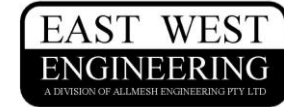
Equipment Type & Description:           Type WP-NC Crane Cage           Sheet:   9   of   13  

Operation	Hazards Identified	Risk Assessment	Risk Control Measures in Place	Risk Control In Place (Date)
3. Lifting, lowering & manoeuvring Crane Cage with or without Occupants and/or items with Crane. (continued)	c) Cage and/or load uncontrolled and/or having unexpected movements. (continued)	<ul style="list-style-type: none"> <li>• Serious Risk to Occupants.</li> <li>• Serious Risk to Personnel.</li> <li>• Moderate Risk to Operator.</li> </ul>	<ul style="list-style-type: none"> <li>- Cage/hook not to be moved when out of sight unless directed to by an authorised person.</li> <li>- When landing the Cage, rope slack must be avoided.</li> </ul>	
	d) Cage and/or load too heavy and/or unbalanced.	<ul style="list-style-type: none"> <li>• Serious Risk to Occupants.</li> <li>• Serious Risk to Personnel</li> <li>• Moderate Risk to Operator.</li> </ul>	<ul style="list-style-type: none"> <li>- All Risk Control Measures outlined in 3(b) and 3(c) above are to be in place.</li> <li>- The Operator to be aware of the weight of Cage &amp; load.</li> <li>- The rated working load of the Crane is NOT to be exceeded.</li> <li>- The Cage is to be raised unladen to working height to confirm all systems are functioning.</li> </ul>	

Assessment carried out by:   Allan WALKER, East West Engineering   Date of Assessment:   20th May 2013

# Appendix A – to form Part of the Instruction Manual

## Risk Control Measures & Risk Assessment for Identified Hazards



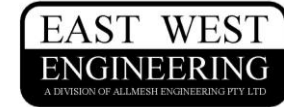
Equipment Type & Description:           Type WP-NC Crane Cage           Sheet:   10   of   13  

Operation	Hazards Identified	Risk Assessment	Risk Control Measures in Place	Risk Control In Place (Date)
3. Lifting, lowering & manoeuvring Crane Cage with or without Occupants and/or items with Crane. (continued)	e) Cage striking Personnel.	<ul style="list-style-type: none"> <li>• Serious Risk to Occupants.</li> <li>• Serious Risk to Personnel.</li> </ul>	<ul style="list-style-type: none"> <li>- All Risk Control Measures outlined in 3(b) and 3(c) above are to be in place.</li> <li>- A suitable clear space between barriers to be left to safely use the Cage.</li> <li>- Operator to have effective communications with any Occupants in the Cage.</li> <li>- The Crane/Cage is NOT to be moved unless the safety of Personnel is assured.</li> <li>- Cage MUST to be visible to Personnel controlling the Crane movements at all times whilst suspended.</li> </ul>	

Assessment carried out by:           Allan WALKER, East West Engineering           Date of Assessment:           20th May 2013

# Appendix A – to form Part of the Instruction Manual

## Risk Control Measures & Risk Assessment for Identified Hazards



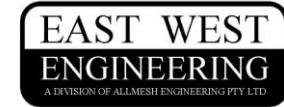
Equipment Type & Description:           Type WP-NC Crane Cage           Sheet:   11   of   13  

Operation	Hazards Identified	Risk Assessment	Risk Control Measures in Place	Risk Control In Place (Date)
3. Lifting, lowering & manoeuvring Crane Cage with or without Occupants and/or items with Crane. (Continued)	f) Cage striking Objects.	<ul style="list-style-type: none"> <li>• Serious Risk to Occupants.</li> <li>• Serious Risk to Personnel.</li> <li>• Moderate Risk to Operator.</li> </ul>	<ul style="list-style-type: none"> <li>- All Risk Control Measures outlined in 3(b), 3(c) and 3(e) above are to be in place.</li> <li>- Lifting &amp; lowering areas to be assessed &amp; the Crane Operator and/or Controller made aware of any objects within the path of normal Crane movements.</li> <li>- Cage/hook to be raised sufficiently to avoid collision during horizontal movements.</li> <li>- The Crane to keep clear of any overhead obstructions, and in particular ELECTRICAL conductors.</li> </ul>	
	g) Entanglement with lifting ropes, chains, slings, beams, fallropes & taglines.	<ul style="list-style-type: none"> <li>• Serious Risk to Occupants.</li> <li>• Serious Risk to Personnel.</li> <li>• Moderate Risk to Operator.</li> </ul>	<ul style="list-style-type: none"> <li>- All Risk Control Measures outlined in 3(b), 3(c) and 3(e) above are to be in place.</li> <li>- (continued on sheet 12 of 13).</li> </ul>	

Assessment carried out by:           Allan WALKER, East West Engineering           Date of Assessment:           20th May 2013

# Appendix A – to form Part of the Instruction Manual

## Risk Control Measures & Risk Assessment for Identified Hazards



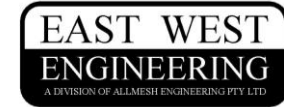
Equipment Type & Description:           Type WP-NC Crane Cage           Sheet:   12   of   13  

Operation	Hazards Identified	Risk Assessment	Risk Control Measures in Place	Risk Control In Place (Date)
3. Lifting, lowering & manoeuvring Crane Cage with or without Occupants and/or items with Crane. (Continued)	g) Entanglement with lifting ropes, chains, slings, beams, fallropes & taglines. (continued)	<ul style="list-style-type: none"> <li>• Serious Risk to Occupants.</li> <li>• Serious Risk to Personnel.</li> <li>• Moderate Risk to Operator.</li> </ul>	<ul style="list-style-type: none"> <li>- Spotters, Dogmen, Riggers are to be well clear of any lifting apparatus before any Crane movements take place.</li> <li>- All lifting ropes, chains, slings and/or lifting beams are to be prevented from swinging and/or becoming slack.</li> </ul>	
	h) Fire Risks when transporting flammable liquids in Cage.	<ul style="list-style-type: none"> <li>• Serious Risk to Occupants.</li> <li>• Serious Risk to Personnel.</li> <li>• Serious Risk to Operator.</li> </ul>	<ul style="list-style-type: none"> <li>- All Risk Control Measures outlined above are to be in place.</li> <li>- Operator, Crane Personnel and Occupants must know location of fire fighting equipment and be trained in its use.</li> <li>- It is recommended that flammable liquids including oxygen &amp; acetylene cylinders be housed in a separate compartment in the Cage in ONLY MINIMUM quantities and carried together with a fire extinguisher.</li> </ul>	

Assessment carried out by:           Allan WALKER, East West Engineering           Date of Assessment:           20th May 2013

# Appendix A – to form Part of the Instruction Manual

## Risk Control Measures & Risk Assessment for Identified Hazards



Equipment Type & Description:           Type WP-NC Crane Cage           Sheet:   13   of   13  

Operation	Hazards Identified	Risk Assessment	Risk Control Measures in Place	Risk Control In Place (Date)
4. Storage of Crane Cage.	a) Cage becoming damaged.	<ul style="list-style-type: none"> <li>• Serious Risk to Occupants.</li> <li>• Serious Risk to Personnel.</li> <li>• Moderate Risk to Operator.</li> </ul>	<ul style="list-style-type: none"> <li>- Regular maintenance, inspection and testing according to the Instruction Manual to be carried out.</li> <li>- Prior to Storage, all dirt should be removed from the Crane Cage and the Cage air-dried at ambient temperature.</li> <li>- Cage to be stored in dry areas and away from any corrosive chemicals.</li> </ul>	
	b) Cage in the way of normal Workplace/Site operations.	<ul style="list-style-type: none"> <li>• Moderate Risk to Personnel.</li> </ul>	<ul style="list-style-type: none"> <li>- Cage to be stored in areas which will not interfere with the normal running of the Workplace/Site.</li> </ul>	

Assessment carried out by:           Allan WALKER, East West Engineering           Date of Assessment:           20th May 2013