

**Key Control Data Sheet**

Procedure Number: RSK-PRO-KCD-254

Scope of Application: Ok Tedi Mining Limited

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Document Owner: Manager – OHS & Training

**Why is the Control Important** – Equipment handling and moving shipping container such as large container forklifts, straddle carriers and sideloaders present increased potential for pedestrians to be struck by the equipment or its load. This can be prevented by assessing loads and load integrity prior to lifting, having trained and competent equipment operators, and ensuring pedestrian exclusion zones are strictly enforced around container handling operations.

**Exemption** – Shipping containers handled by crane.

**Operational Requirements**

## Performance Metrics

|  |  |
| --- | --- |
| No-one enters the exclusion zone without the container handling equipment operator’s approval. Authority for the area in which the loading/unloading activity is occurring resides with the container handling equipment operator. | Container handling operations undertaken in locations as defined by the site Traffic Management Plan. |
| People required to operate container handling equipment are trained and assessed as competent to industry standard, licensed and listed in site register. | Container handling yards are pedestrian exclusion zones. Pedestrians keep out of areas where container forklifts or carriers are operating. Exclusion zone identified with barriers &/or signage. |
| Container handling equipment is specified and authorised for use. | No personnel permitted under suspended loads. Exclusion zones under and in the path of lifting operations is controlled to prevent access e.g. by signage, barriers or spotters. |
| When operating a sideloader a 3m pedestrian exclusion zone (excluding the sidelifter operator) in implemented around the operation when loading/ unloading the container onto/ off a trailer. | For sideloaders loads is strictly within the dimensions and weight capacity limits as detailed on the rating plate of the side loader and is within the dimensional limits of the deck. |
| Container handling equipment (incl: top lift spreader) subject to planned maintenance and inspection program. Lifting sets inspected, examined and tested, by an inspection body in accordance with applicable standards. |  |

## Utilisation

The side loader is a flatbed trailer, fitted with two crane mechanisms which are placed on each end of the trailer chassis. A side loader trailer is specifically designed for transportation of cargo containers. The two lifting mechanisms on each end, allow the driver or operator to lift and place a standard ISO container on the trailer. The hydraulic cranes are designed to pick up containers directly from the ground or from other vehicles where the containers are placed. The side loader trailer is also known as sidelifter, self-loading trailer or self-loading truck, swinglifter, boxmover, container picker, and many other alternative names.

## Safety Critical Defeat Requirements

For one-off activities in areas with potential for pedestrian interaction and no barriers or protection systems are in place additional spotters and signage is required.

For duration of one-off activity.

## Testing & Verification

Lifting equipment and sideloaders safety and operational condition checked and recorded before use, at least once per day, e.g. a pre-start inspection.

Pre-operational checks are conducted on the side lifter, lifting assemblies, specialist lifting equipment, and ancillary equipment (if fitted) for serviceability and suitability for the task and readiness for operation

At least every 6 months Supervisor to:

* verify crane operators are competent and licensed
* verify personnel slinging and guiding loads are competent and licensed
* check inspection status of lifting equipment in site register.

External third-party inspections of lifting equipment including statutory certification as required by local regulations.

Container lifting sets inspected, examined and tested, by an inspection body in accordance with applicable standards.

## Maintenance

Container handling equipment is maintained and inspected according to the manufacturer’s specifications by qualified and trained personnel to ensure its integrity. The person nominated to carry out checks must be an experienced, fully trained, and competent person. The competent person may be a third-party specialist or a company employee who has received appropriate training and has appropriate experience which enables him to act as a competent person for the certification of the equipment. In harsh operating environments more frequent servicing maybe required.

System for planned maintenance and inspection of container handling equipment (incl: top lift spreader).

Auxiliary lifting equipment/ gear maintained according to the manufacturer’s specifications by suitably qualified and trained person including external third-party inspections. In harsh operating environments more frequent servicing maybe required.

Auxiliary lifting gear must be inspected annually.

OTML-owned Lifting Equipment must be:

* uniquely identified;
* marked or coded to identify its inspection status or when it is next due for inspection;
* listed in a register.

Records of maintenance of container handling equipment and auxiliary lifting equipment/ gear must be kept. Damaged equipment must be removed from service.

Maintain and repair surfaces container handling equipment is operating on to ensure they are even and in good condition.

## Training & Competency

Employees and contractors operating container handling equipment must be authorised as competent and, as required, licensed. Personnel trained and assessed in safe operation of container handling equipment.

Operators must be trained on the type of equipment they operate including:

1. Design
2. Layout
3. Operating functions
4. Limitations of use
5. Safety features
6. Maintenance and inspection requirements
7. Emergency procedures

Inspections, maintenance and repairs of container handling equipment must be conducted by competent personnel authorised by the Responsible Engineer.

**Task Requirements**

The following are the key day to day requirements operators/maintainers and supervisors must follow to ensure the control is being used correctly.

## Task Requirements

|  |  |  |
| --- | --- | --- |
| No. | Supervisor | Operator/Maintainer |
| 1 | Verify people required to operate equipment handling shipping containers are trained and assessed as competent to industry standard and licensed as required. | Conduct pre-lift load inspection. Do not lift unstable or unsecure loads without stabilising or securing them. |
| 2 | Ensure container handling equipment and attachments is maintained as per manufacturer’s recommendation. | Check weight to be lifted against safe working limit of container handling equipment before lifting. The container weight is checked to ensure it is within the specified maximum lifting capacity of the side lifter vehicle. |
| 3 | Maintain a register of licensed container handling equipment operators. | Operate container handling equipment within limits of load rating chart including for any attachments. |
| 4 | Verify all personnel using a forklift, sideloader or straddle carrier at the workplace hold relevant licences. | Check load securing devices are unlocked or removed and lifting equipment is attached to the container, and adjusted if required, in accordance with manufacturer’s specifications. |
| 5 | Verify container lifting sets inspected, examined and tested, by an inspection body in accordance with applicable standards. | Identify and implement exclusion zones. Establish exclusion zones with, pedestrian no go zones around container handling operations. |
|  |  | Conduct pre-operational checks on the side lifter, lifting assemblies, specialist lifting equipment, and ancillary equipment (if fitted) for serviceability and suitability for the task and readiness for operation. |
|  |  | Check ground conditions to ensure stability. |
|  |  | Stop work if personnel enter exclusion zone under suspended load. The container handling equipment operator should not begin loading/unloading until everyone is clear of the exclusion zone. |

## Skills Requirements

Container handling equipment operator authorised as competent e.g. in operation of sideloader or forklift and, as required.

Sideloader operator licensed for class of vehicle.

## Permits

No additional requirements.

## Task Specific PPE Requirements

No additional requirements.

## Special Task Related Tooling

No additional requirements.

**Design Requirements**

## Design Standard

Container handling and securing device complies with applicable industry standards e.g.:

* ISO 3874 Series 1 Freight Containers Handling and Securing.
* IMO International Convention for Safe Containers (CSC). Includes two annexes:
  + Annex I - Regulations for the testing, inspection, approval and maintenance of containers
  + Annex II covers structural safety requirements and tests, including details of test procedures.
* ISO 13562-2 Industrial variable reach trucks – Part 2: Additional stability tests for freight containers of 6m (20ft) length and above.
* ISO 13563-2 Single side loading fork-lift trucks – Part 2: Additional stability tests for freight containers of 6m (20ft) length and above.
* ISO 22915-9 Industrial trucks – Verification of Stability – Part 9: Couterbalanced trucks with mast handling freight containers of 6m (20ft) length and longer
* ISO 14829 Freight containers – Straddle carriers for freight container handling – Calculation of stability.
* OSHA 29 CFR 1918, Safety and Health Regulations for Longshoring requirements. Covers maritime industry handling of the containers.
* Port Equipment Manufacturers Association (PEMA) Recommended Minimum Safety Specifications for Yard Equipment. Include safety recommendations for rubber tyred gantry cranes (RTGs), rail mounted gantry cranes (RMGs), automated stacking cranes (ASCs), straddle carriers, lift-trucks and reach stackers, automated guided vehicles (AGVs), terminal tractors and trailers.
* UK HSE ‘Health & Safety in Ports’ guidance document entitled SIP003 – Guidance on Container Handling

## Safety Parameters

Not applicable.

## Design Life

Not applicable.

## Safe Separation

Not applicable.

## Special Requirements

Remote control should be provided so that the operator can stand clear from any potential crush zone when using sideloade.