

**This equipment is to be used by trained persons only.**

## Hoist Operation

The hoist is inspected in line with:

- The Lifting Operations and Lifting Equipment Regulations 1998 (LOLER)
- Provision and use of Work Equipment Regulations 1998 (PUWER)

As part of the Marina planned maintenance.

## Scope

Use of equipment, slings and hoists to transfer people into and out of watercraft.

## Hazards

- Slips, trips and falls
- Injuries related to manual handling – strains and sprains
- Drowning

### **A Personal Lifting Plan may be required:**

Any key issues, comments, points or requirements related to the named individual in this plan.

Review the standard plan with the person and note any additional requirements:

<https://www.cognitofirms.com/CardiffBayYachtClub1/PersonalLiftingPlan>

### **Lifting plan:**

### **Essentials**

#### **Equipment**

1. Before lifting on a quayside, pontoon, or anywhere by the water the following is to be worn:

- Personal flotation device
- Nonslip, flat shoes

#### **Training**

- Before undertaking any lifting activity, staff and volunteers should have completed moving and handling training and reviewed the persons' lifting plan.

### **Standard Plan**

#### **Hoist Check**

- The hoist is fastened correctly to the jetty / pontoon / changing area
- All hoist attachments are working properly
- All hoist pneumatic and hydraulics are working correctly (if applicable)
- All hoist electronics are working correctly (if applicable)
- All hoists mechanical systems are undamaged

- Check the Safe Weight Limit

### **Sling Check**

- Check the sling seams are intact, and the stitching has not become loose or damaged.
- Check that there is no damage to the webbing straps such as fraying.
- Check the sling is compatible with the hoist being used (NOTE: - RGA (Keyhole type) Slings may not be compatible with many types of hoists).
- Check that the sling label is still legible and not faded as this indicates that it is past its usable life
- Check the Safe Weight Limit

### **The transfer - preparation**

- Identify who is going to lead the transfer – one voice to direct what happens
- Two people must be present when transferring
- Size of the sling must be appropriate to the person being lifted as smaller people can “Fall through” the larger sized slings.
- A discreet conversation may be necessary to establish the weight of very large people as the sling may not be able to safely lift their weight.
- Establish whether the person being lifted prefers being lifted from a static chair or wheelchair and meet their requests where reasonably practicable.
- Discuss with the person which types of loops are preferable, and whether a sitting or reclining position is preferred.
- Position the person / boat to minimise the travel distance between the chair / pontoon / boat
- Inform the person when the lift is going to start
- Encourage the person to participate in the transfer as much as possible