

## Task Analysis Form: (Step by Step)

YOUR TASK IS:-

COMPLETE  
JOB STEPS

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11
- 12
- 13
- 14

**Mobile Plant Work plan** Date.....**Job Site**.....

Prepared by.....

<b>JSA</b>		<b>Risk Assessment</b>			<i>Tick the box <input type="checkbox"/> if the statement is correct on your site</i>
<b>Operation/Issue</b>	<b>Hazard</b>	<b>likelihood</b>	<b>severity</b>	<b>Level of Risk</b>	<b>Control Measures to Avoid or Minimise Risk</b>
<input type="checkbox"/> People in area	Struck by: <input type="checkbox"/> Mobile Plant <input type="checkbox"/> Moving load				<input type="checkbox"/> Public excluded from secure site <input type="checkbox"/> Establish effective exclusion zone (construction workers, not involved with task) <input type="checkbox"/> All personnel to wear high visibility clothing <input type="checkbox"/> Ensure lifting team are fully briefed on need to keep clear of load during lifting
<input type="checkbox"/> Mobile plant stability	<input type="checkbox"/> Ground unable to support mobile plant <input type="checkbox"/> Ground slope				<input type="checkbox"/> Establish presence of voids/underground services on site <input type="checkbox"/> Assess ground and establish required size of stabilizer mats <input type="checkbox"/> Site Supervisor to check that mats supplied are suitable for purpose <input type="checkbox"/> Prepare ground under the mobile plant (level/hard)
<input type="checkbox"/> Mobile Plant lifts a load	<input type="checkbox"/> Mobile Plant overloaded <input type="checkbox"/> Load swings in/out				<input type="checkbox"/> Ensure weight of load is known and accurate <input type="checkbox"/> Mobile Plant operator to have valid training (units 20875/17695 or 16617) <input type="checkbox"/> Derate load/range chart <input type="checkbox"/> Do a test lift, ensure GOG, ensure hook centred directly above anchor/lift point
<input type="checkbox"/> Mobile plant suitability/condition	<input type="checkbox"/> Mobile Plant failure (electrical/mechanical) <input type="checkbox"/> Mobile Plant ( insufficient hydraulic capacity)				<input type="checkbox"/> Ensure mobile plant has been adequately maintained <input type="checkbox"/> Mobile plants rating/capacity is within safe limits for this task
<input type="checkbox"/> Movement of load	<input type="checkbox"/> Load collides with structure <input type="checkbox"/> Load becomes insecure				<input type="checkbox"/> Tag line to be attached to load to control rotation/movement <input type="checkbox"/> Use tie down straps to hold load together/stable

<b>Operation/Issue</b>	<b>Hazard</b>	<b>Likelihood</b>	<b>Severity</b>	<b>Level of Risk</b>	<b>Control Measures to Avoid or Minimise Risk</b>
☐ Movement of load	☐ Load collides with other cranes, excavators buildings or structures				<input type="checkbox"/> Establish effective exclusion zone <input type="checkbox"/> Check swing zone/lift area
	☐ Mobile plant boom comes within arcing distance of overhead lines				<input type="checkbox"/> Establish presence or otherwise of overhead lines. <input type="checkbox"/> If present arrange for isolation or position mobile plant boom/load outside minimum safe approach distance
	☐ Persons hand crushed/trapped by load				<input type="checkbox"/> Tag line to be used <input type="checkbox"/> Gloves to be worn <input type="checkbox"/> All slinging to be completed by Dogman/Spotter
☐ Suspended load	<input type="checkbox"/> Load may fall on a person <input type="checkbox"/> Loose parts on load may fall				<input type="checkbox"/> Ensure that mobile plant pre-use checks are carried out. <input type="checkbox"/> Ensure lifting accessories with adequate SWL /Rated capacity have been selected, that they are adequately maintained, have current test certificates and that pre-use checks are carried out. <input type="checkbox"/> Inspect load for lose objects prior to lift and secure/remove loose items. <input type="checkbox"/> All personnel to wear hard hats.
☐ Working at Height	☐ Person falling from height when attaching or removing slings on load				<input type="checkbox"/> Delivery vehicle to be provided with ladder for access/egress, person to foot the ladder <input type="checkbox"/> Sling to be pre attached to lifting points.
☐ Environmental conditions	☐ High wind causes load to collide with fixed object				☐ Wind speed to be checked before lift starts. (Beaufort Scale or anemometer) Lift to be aborted if wind speed exceeds 12.5/ms

**If the operator is unsure of any aspect of the operation they must immediately stop and consult their Supervisor**

<b>Severity</b>	<b>Likelihood</b>
<b>1. Minor First Aid</b>	<b>1. Very unlikely Could happen but probably never will</b>
<b>2. Major Medical attention, several days off work</b>	<b>2. Unlikely Could happen but very unlikely</b>
<b>4. Severe Long term illness or serious injury</b>	<b>3. Likely Could happen some time</b>
<b>8. Catastrophic Death or permanent disability or ill health</b>	<b>4. Very Likely Could happen any time</b>