



BRADLEY DEMOLITION

Work & Electrical Equipment, Plant and Machinery Policy

All plant tools and equipment must comply with the [Provision and Use of Work Equipment Regulations 1998](#) as amended, and [The Electricity at Work Regulations 1989](#) and all other statutory provisions and Approved Codes of Practice (ACoPs).

The Yard Supervisor, acting as the competent person, will ensure that all plant and equipment is maintained in line with manufacturer's instructions and legislative standards and that PAT testing is carried out biannual. The Manager is responsible for ensuring all new equipment meets suitable legislative standards prior to purchase.

The Company will ensure that all work equipment, plant tools and electrical equipment are maintained and a record of maintenance is retained. The Yard Supervisor is responsible for ensuring all work equipment, including electrical equipment, office-based equipment and all operatives' tools are subject to planned maintenance and Portable Appliance Testing (PAT). Test periods are set out in the table below.

The Company will keep records of all work equipment and electrical equipment, and those records are the responsibility of the Supervisor. The Supervisor will ensure a competent person carries out all testing of portable equipment within the periods/intervals as set out in the table below or sooner, where the equipment used is subject to heavy usage and conditions likely to damage the equipment or will be subject to wear and tear.

NB: Inspection and testing of equipment should also be carried out in the following situations:

1. When there is reason to suspect the equipment is faulty or damaged but cannot be confirmed visually.
2. Any equipment that can be confirmed visually that damage or a fault has occurred.
3. After any repair, modification, or similar work to the equipment and its integrity needs to be established.

The competent person must keep a record of all tools inspected. The supplier and/or hirer of any such equipment will be responsible for the provision of safe tools, plant and equipment, and the Company requires that said equipment be maintained in good condition. The Company further requires that each piece of equipment be supplied with current test certification and records of inspection etc. The failure to supply current test certificates or records of the equipment will render the hire agreement as void and the Company will return the equipment without using it. Any tools or equipment hired or used for the first time by the Company, associated party or employee will be subject to the user or hirer being adequately trained in the safe operation of that equipment. The Company will permit only trained and competent persons to use such equipment. Tools, plant and equipment that is not suitably maintained and of serviceable use, will not be used by the Company, and must be reported to the supervisor responsible. The work equipment will then be removed from service and a record of this action will be kept within the health and safety file.

Hand and Power Tools

The hazards associated with hand and power tools are:

- a. Failure or disintegration of tools
- b. Proximity to moving or cutting parts.
- c. Flying particles
- d. Heat and sparks
- e. Electric shock
- f. Crushing or pinching
- g. Hand Arm Vibration Injuries (HAVs)

The Company notes that tools that are appropriate correct for the job, in a safe condition and used correctly will improve productivity as well as safe working conditions, e.g.

1. Wooden handles on tools must be free of splinters or cracks and solidly attached to their working heads. Suitable anti- vibration aids must be fitted to the tools.
2. Electric power tools will be 110v only.
3. Electric leads will be maintained free of cuts, abrasions and kinks.
4. Tools with exposed moving parts will be provided with guards to minimise exposure to operator.
5. All power tools will be stopped and as applicable pneumatic,hydraulic, high pressure water or electrical supply disconnected to make any adjustments to the tool. All fuel powered tools will be shut down for re-fuelling.
6. Impact type (percussion) tools will have suitable retainers to hold tool bits in place during operation.
7. Extension or leverage increases will not be used on tool handles.
8. Tools with 'mushroomed' striking faces must be replaced. If these faces are to be redressed, the tool shall be inspected for cracks and proper temper restored before re-using.
9. Grinding wheel and cutting blades speed and size will be compatible with the speed and power capability of the driving shaft.
10. All tools will be regularly inspected, repaired and lubricated as required to maintain them in a safe condition. Records will be kept of such inspections.
11. Power activated tools will include safety features that will minimise the possibility of accidental operation.
12. Personnel and protective clothing requirements for each type of tool will be established and enforced.
13. Pneumatic / Water / Hydraulic hoses and electrical leads, leading to tools at work areas will be located or covered to protect them from external mechanical damage.

The persons responsible for this section of the policy are the Managing Group.



Signed:

Andrew Hill - Director

Date: 07/12/2022

