

FOREWORD

Whilst all plant and apparatus covered by this Safety Instruction does not fall strictly within the defined term '**System**' in the ScottishPower Safety Rules, the duties imposed by statutory legislation necessitated the inclusion in previous ScottishPower Safety Rules of certain requirements when doing work on such plant and apparatus. This Safety Instruction has been produced because it is considered that these requirements should be included in the series of PSSIs.

Note: Whenever overhead travelling cranes or similar machines are operating, there is **Danger** that **Persons** in the vicinity may be struck by the machines or their loads. This could be particularly harmful if persons are working above floor level and consequently fall. Although not specifically a matter of **Safety from the System** and therefore of this Safety Instruction, it is appropriate to recommend that instructions are given to personnel so as to minimise this **Danger**.

1. SCOPE

This Safety Instruction applies the principles established by the ScottishPower Safety Rules (Electrical and Mechanical) and **Company** Safety Instructions to achieve **Safety from the System** for personnel working on or in the vicinity of overhead travelling cranes, telfers and similar machines, but excluding hoists or similar lifting machines.

2. ISSUE RECORD

This is a [Reference](#) document. The current version is held on the EN Document Library.

It is your responsibility to ensure you work to the current version.

Issue Date	Issue No.	Author	Amendment Details
October 1998	1		Initial Issue.
September 2015	2	Phil Currie	Foreword: recommendation added re. Danger from moving crane or load. Section 10: new requirement when egressing from travelling crane. Section 11: scope of section narrowed. Caution Notices now a shall requirement. Section 12: re-titled to make specific to work on or near wheel tracks, wherever they are located.

3. ISSUE AUTHORITY

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4. REVIEW

This is a [Reference](#) document which has a 5 year retention period after which a reminder will be issued to review and extend retention or archive.

5. DISTRIBUTION

This Energy Networks' Safety Instruction is maintained by EN Document Control and is part of the ScottishPower Safety Rules which is published to the SP Energy Networks Internet site.

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7. DEFINITIONS

Terms printed in bold type are as defined in the ScottishPower Safety Rules (Electrical and Mechanical).

8. PLANT AND APPARATUS IDENTIFICATION

Plant and **Apparatus** on which work or testing is to be carried out shall be readily identifiable or have fixed to it a means of identification which will remain effective throughout the course of work or testing.

9. DANGERS

The main **Dangers** to personnel working on or in the vicinity of travelling cranes arise from:

- (i) Being struck or trapped by a machine or its load;
- (ii) Electric shock from contact with exposed **Live** overhead conductors;
- (iii) Falling;
- (iv) The release of stored energy.

10. ACCESS TO AND EGRESS FROM OVERHEAD TRAVELLING CRANES

- 10.1 It is essential that **Person(s)** gaining access to or egress from overhead travelling cranes and similar machines whilst they are operational shall first verbally inform the driver that they wish to do so. Once permission has been given by the driver, the crane shall not be operated or moved until the **Person(s)** gaining access has achieved this and contacted the driver, or the **Person(s)** has left the crane and has further communicated with the driver that he is safely clear of the crane and that the driver may resume crane operations.
- 10.2 Drivers shall be made fully aware of the proposed activities of the **Person(s)** gaining access and there shall be liaison between the driver and the **Person(s)** in order that all parties may be alerted to any **Danger**.

11. WORK ON OR IN THE IMMEDIATE VICINITY OF EXPOSED OVERHEAD CONDUCTORS ASSOCIATED WITH THE CRANE OPERATING MECHANISMS

- 11.1 Where work is to be done on exposed overhead conductors, or where work is in the vicinity of such conductors so that **Danger** could arise, the electrical supply to the conductors shall be **Isolated** and a **Limited Work Certificate** issued. Where reasonably practicable, all **Points of Isolation** shall be **Locked**. If this is not reasonably practicable, the fuse links or **Isolating Devices** shall be removed to safe custody. **Caution Notices** shall be affixed at all **Points of Isolation**. Before commencing work on exposed overhead conductors they shall be proved to be not **Live** at the point of work by an **Approved** testing device, which shall be tested before and after use. The conductors, including the neutral, shall be short-circuited and, where reasonably practicable, **Earthed**.
- 11.2 Attention is drawn to the possibility of **Danger** when handling long conducting objects in the vicinity of exposed overhead conductors.

12. WORK ON OR NEAR THE WHEEL TRACKS OF OVERHEAD TRAVELLING CRANES OR SIMILAR MACHINES

The following precautions shall be taken when **Persons** are to work on or near the wheel tracks of overhead travelling cranes or similar machines.

- 12.1 Where reasonably practicable, the machines shall be **Isolated** and a **Permit for Work** issued.
- 12.2 Where isolation of the machines is not reasonably practicable, a **Limited Work Certificate** shall be issued and the following precautions shall be taken:
- (i) The machine driver at the time of issue of the **Limited Work Certificate** shall be warned that **Persons** are to work in a position where they would be liable to be struck by the machine or its load and that the machine or its load shall not be permitted to approach to within 6.1m of such **Persons**;
 - (ii) Where practicable, the 6.1m approach limit shall be indicated by red flags or other effective means of supplementing the warning given to the machine driver, such as the use of track clamps;
 - (iii) The **Senior Authorised Person** issuing the **Limited Work Certificate** shall ensure that requirements of (i) and (ii) are met and will continue to be met during the period that the **Limited Work Certificate** is in force. He shall also warn the **Authorised Person** receiving the document that the overhead conductors are **Live** and the machine operational. This warning shall also be recorded on the **Limited Work Certificate** which, if transferred, shall be given the **Personal Supervision** of a **Senior Authorised Person** at transfer.