

Hazard Analysis and Risk Control Record										
Doc ref:			Task/Process Assessed:		Overhead hoist or Crane operation					
Revision:			Location:							
Date:			Assessment Team:							
Operation:			Approved by:							
Activity Steps	HAZARD		INITIAL RISK			CONTROL MEASURES		RESIDUAL RISK		
	Hazard Description and Worst Case Consequences with no Prevention or Mitigation Measures in Place	Loss Category/ Population Affected	L i k e l i h o o d	S e v e r i t y	R i s k L e v e l	List all Current and Planned Control Measures, taking into Account all Contributing and Escalating Factors		L i k e l i h o o d	S e v e r i t y	R i s k L e v e l
						Current and Planned Prevention Measures to reduce Likelihood	Current and Planned Mitigation Measures to reduce Severity			

Pre check overhead hoist or crane equipment & its accessories	1)Injuries to workers a)Pinch points b)Back strained c)Fallen object d)Electrical shock 2)Damaged to asset a)Falling object b)lifted load knocked onto equipment	Assets Personnel	Possible (3)	Major (-3)	Undesirable (-9)	<ul style="list-style-type: none"> Pre check the work station and ensure there is no obstruction and no oil or water spill Pre check the inspection tag on hoist, chains, slings & spreader bars and ensure they are still within their certification date and in good physical condition Pre check the over head hoist controller for signs of worn off , exposed wiring & pinch points Safe working load of the overhead hoist prominently displayed at site Check that lifting plan is available & accessible on site Only qualified & trained operator can operate the over head hoist Safe working load of the beams & support are prominently displayed at site Ensure the intended lifting path is clear of obstruction If 2 hoist found on the same beam, relocate the second hoist before moving the hoist which is going to be operated Mandatory Mechanical Lifting Level 1 training for all operators Operators to adopt SIPP technique during the entire lifting operations Hazards identified in the HARC briefed to all operators to increase their awareness Provision of ground guide to direct lifting movements should visibility be obscured 	<ul style="list-style-type: none"> First aid kit available & readily accessible on site Mandatory PPE such as hard helmet, safety shoes, safety glasses & leather gloves 	Unlikely (2)	Light (-2)	Acceptable (-4)
---	---	---------------------	--------------	------------	------------------	---	--	--------------	------------	-----------------

Load or unload hoist	1)Injuries to workers a)Pinch points b)Back strained 2)Damaged to asset a)Falling object	Assets Personnel	P o s i b l e (3)	M a j o r (-3)	U n d e s i r a b l e (-9)	<ul style="list-style-type: none"> • Pre site survey to ensure all obstacles along the transported path are cleared • Pre check the over head hoist controller for signs of worn off , exposed wiring & pinch points • Check that the safety catch is in good condition and that it is properly closed before lifting the load from its rest position. • Safe working load of the overhead hoist prominently displayed at site • Ensure the load is within the safe working load of the overhead hoist • Check that lifting plan is available & accessible on site • Only qualified & trained operator can operate the over head hoist • Testrun the overhead hoist without load to understand its limitation • Ensure the load is within the safe working load of the overhead hoist • Ensure the load is strapped, fastened & secured before lifting them • Before unloading the load, ensure the location is free of obstacles & no personnel is at or near the location • No one allowed to be near or under the lifted load • If visibility is obscured, ground guide shall provide direction for loading & unloading • Mandatory Mechanical Lifting level 1 training for all operators 	<ul style="list-style-type: none"> • First aid kit available & readily accessible on site • Mandatory PPE such as hard helmet, safety shoes, safety glasses & leather gloves 	Unl ikel y (2)	Lig ht (-2)	Acce ptabl e (-4)
----------------------	--	---------------------	--	-------------------------------	---	---	--	-------------------------	-------------------	-------------------------

Transport load with hoist	<p>1)Injuries to workers a)Pinch points b)Back strained c)Injuries due to fallen object</p> <p>2)Damaged to asset a)Falling object knocked onto equipment</p>	Assets Personnel	P o s i b l e (3)	M a j o r (-3)	U n d e s i r a b l e (-9)	<ul style="list-style-type: none"> • Pre site survey to ensure all obstacles along the transported path are cleared • Pre check the over head hoist controller for signs of worn off , exposed wiring & pinch points • Safe working load of the overhead hoist prominently displayed at site • Ensure the load is within the safe working load of the overhead hoist • Check that lifting plan is available & accessible on site • Only qualified & trained operator can operate the over head hoist • Testrun the overhead hoist without load to understand its limitation • Ensure the load is within the safe working load of the overhead hoist • Ensure the load is strapped, fastened & secured before lifting them • Before unloading the load, ensure the location is free of obstacles & no personnel is at or near the location • No one allowed to be near or under the lifted load • If visibility is obscured, ground guide shall provide direction for loading & unloading • Never suspend a load on a hoist in mid air • Take time to balance the load and maintain its stability and maintain at horizontal position whilst transporting • Lift only one piece of equipment at a time • For lifting of long & heavy load, 2 personnel are required • For lifting requiring 2 personnel, toolbox meeting is required to communicate the work intention to all involved worker • Mandatory Mechanical Lifting level 1 training for all operators 	<ul style="list-style-type: none"> • First aid kit available & readily accessible on site • Mandatory PPE such as hard helmet, safety shoes, safety glasses & leather gloves 	Un lik e ly (2)	Lig ht (-2)	Acce ptabl e (-4)
---------------------------	---	---------------------	--	-------------------------------	---	--	--	-----------------------------	-------------------	-------------------------

Move hoist	<p>1)Injuries to workers a)Pinch points b)Back strained c)Injuries due to fallen object</p> <p>2)Damaged to asset a)Falling object knocked onto equipment</p>	Assets Personnel				<ul style="list-style-type: none"> • Pre site survey to ensure all obstacles along the transported path are cleared • Pre check the over head hoist controller for signs of worn off , exposed wiring & pinch points • Safe working load of the overhead hoist prominently displayed at site • Ensure the load is within the safe working load of the overhead hoist • Check that lifting plan is available & accessible on site • Only qualified & trained operator can operate the over head hoist • Testrun the overhead hoist without load to understand its limitation • Ensure the load is within the safe working load of the overhead hoist • Ensure the load is strapped, fastened & secured before lifting them • Before unloading the load, ensure the location is free of obstacles & no personnel is at or near the location • No one allowed to be near or under the lifted load • If visibility is obscured, ground guide shall provide direction for loading & unloading • Never suspend a load on a hoist in mid air • Take time to balance the load and maintain its stability and maintain at horizontal position whilst transporting • Lift only one piece of equipment at a time • For lifting of long & heavy load, 2 personnel are required • For lifting requiring 2 personnel, toolbox meeting is required to communicate the work intention to all involved worker • Mandatory Mechanical Lifting level 1 training for all operators • After unloading, ensure that the hoist, chain and hook are place out of the walking path and lifted above peoples' heads if possible. 	<ul style="list-style-type: none"> • First aid kit available & readily accessible on site • Mandatory PPE such as hard helmet, safety shoes, safety glasses & leather gloves 	Unl ikel y (2)	Lig ht (-2)	Acce ptabl e (-4)
------------	---	---------------------	--	--	--	--	--	-------------------------	-------------------	-------------------------