

SHE 003

MEWPS, Cranes and Lorry Mounted Cranes (HIAB)

Introduction

This information sheet is designed to detail how companies accessing and working on Arqiva sites should use and control mobile elevated work platforms (MEWPS) e.g. cherry pickers, scissor lifts as well as, cranes and lorry mounted cranes (HIAB) on Arqiva sites. This information should be read in conjunction with the other information sheets applicable to the activities you are undertaking.

Accreditation

It is recognised that many companies use a MEWP or crane hire company local to where they are carrying out the work, also that many national companies subcontract to local companies. As a result, it is not mandatory for MEWP or crane companies to be accredited on Service Now.

It is the responsibility of the accredited company hiring the MEWP, crane, and lorry mounted crane to make suitable checks to ensure they are using a competent supplier. Also, to check their history for example have any recent improvement or prohibition notices been issued or have they been prosecuted.

The accredited company hiring the MEWP or crane must have a representative on site coordinating the work at all times.

Site Access Requirements

When you make a site access request on Service Now you must ensure that you specify that a MEWP and or crane is to be used as well as detailing lift height and weight. You must also submit a method statement and risk assessment that describes the use and control of the equipment. Mandatory elements that must be included in the method statement are detailed in SHE guidance document SHE002.

If the MEWP or crane hire company are providing their own method statements, you must reference these from your method statement and indicate how the work will be supervised and coordinated on site.

Site Attendance

An Arqiva Site Representative is mandatory for the use of all MEWPS and cranes when using to access a mast or tower. The Site Access Team will arrange attendance on your behalf.

Minimum Arqiva Standards for the use of MEWPS

The following at a minimum must be adhered to when using a MEWP on an Arqiva site

- The operator of the equipment has a valid training certificate that is specific to the type of equipment to be used, for MEWP operators the certificate should be accredited by IPAF
- There is a valid LOLER inspection certificate for MEWP and lifting accessories, for man riding equipment this should be 6 monthly for non-man riding 12 monthly
- The operator has undertaken a pre use check
- Adherence to relevant HSE regulations, guidance on the use of MEWPS.
- All persons working in a MEWP must be attached at all times using an appropriate fall arrest harness and lanyard
- Emergency procedures for rescue are in place
- Risk assessment and method statement and berthing diagram for the use of the MEWP and also incorporated / referenced into the task risk assessment and method statement
- Remember to take into account MF hazard on some Arqiva sites

Minimum Arqiva Standards for the use of Cranes

The following at a minimum must be adhered to when using a crane on an Arqiva site

- The operator of the equipment has a valid training certificate that is specific to the type of equipment to be used.
- There is a valid LOLER inspection certificate. Proof of statutory test on the crane and/or lifting equipment within the last 12 months. Proof of a statutory 6-month inspection on all lifting accessories.
- When a crane is to be used a lifting plan including a berthing diagram must be produced and submitted with the risk assessment / method statement for the task to be undertaken
- Lift plan must be produced by an Authorised Person Lifting
- The operator has undertaken a pre use check
- The lift must be adequately supervised by suitably competent person
- Remember to take into account MF hazard on some Arqiva sites
- Appropriate slinging methods to be used
- Rescue Plan

Minimum Arqiva Standards for the use of Lorry Mounted Cranes (HIAB)

The following at a minimum must be adhered to when using a crane on an Arqiva site

- The operator of the equipment has a valid training certificate that is specific to the type of equipment to be used.
- There is a valid LOLER inspection certificate.
- For simple delivery's a generic risk assessment and method statement will suffice
- If the work involves the removal / installation of a cabin a lift plan and berthing diagram must be supplied
- Remember to take into account MF hazard on some Arqiva sites
- Out riggers must be deployed and blocked on soft ground
- Appropriate slinging methods to be used

Version	Date
Version 5: SHE003 211029	29 Oct 21