

Winch operation

How to use this Risk Assessment

This risk assessment document is for LCV Task Leaders. It identifies the common risks associated with winch operation and common measures which can be taken to control them. Task Leaders must use it in conjunction with LCV's Site Safety risk assessment and other activity-based generic risk assessments to assist them in their own risk assessment which will determine the contents of the pre-task safety talk and the organisation of activities that take place during the task.

This risk assessment must be used in conjunction with the *Site safety* assessment and perhaps other task-specific risk assessments as appropriate for the activities being carried out. Consult the *Guidance notes* for full instructions.

Generic risk assessment

Training/Supervision required
PPE required

Review risk assessment and brief personnel on risks and controls before work starts
Protective footwear and gloves. Hard hats. Additional PPE in line with tool manufacturer's instructions or detailed below.



**Lothians
Conservation
Volunteers**

Common hazards Associated with the work activity	Who is at risk? Public, staff, trainees, volunteers	Risk rating Risk level before controls are in place	Control measures Measures that must be in place before work is allowed to start	Residual risk rating Risk remaining after controls are in place
Failure of winch system caused by overloading	Volunteers	Medium	<ul style="list-style-type: none"> Ensure winch and associated cables and slings have adequate pulling capacity for task. Safe working load should be clearly visible on winch. 	Low
Failure of winch system caused by inadequate or incorrect maintenance	Volunteers	Medium	<ul style="list-style-type: none"> Use only equipment which has an up-to-date inspection certificate. Do not use cables and slings with damaged wires, kinks or visible centre fibres. Check before each use. Ensure equipment is maintained according to manufacturer's instructions. Store equipment in dry conditions. Clean and dry dirty cables and slings after use. Hang slings from non-rusting hooks. Store cables coiled onto suitable drums. 	Low

Lothians Conservation Volunteers Generic Risk Assessments

Common hazards Associated with the work activity	Who is at risk? Public, staff, trainees, volunteers	Risk rating Risk level before controls are in place	Control measures Measures that must be in place before work is allowed to start	Residual risk rating Risk remaining after controls are in place
Incorrect use of equipment	Volunteers	Medium	<ul style="list-style-type: none"> • Ensure that a competent person instructs all volunteers in correct anchoring and use of winch. • Tell volunteers that they must not operate the winch unless they are trained and competent to do so. • Tell volunteers that they must wear a hard hat while operating the winch. • Tell volunteers that unless they are operating the winch themselves, they must not enter an exclusion zone around the winch and cable extending a distance at least equal to the length of the cable being used in all directions, and especially the area between the winch operator and the far extent of the cable. • Ensure that the winch, cables and slings are free from obstructions. • Ensure that there is a clear line of pull so that the load can be directed accurately. • Attach winch cable to load via an appropriate sling to avoid kinks in the cable. • Anchor points should be suitable for the load to be pulled. • Ensure that only one person operates winch handle to avoid overload • Tell volunteers that they must use pulleys to keep the operator out of direct line of pull when using the winch to guide tree felling. 	Low
Manual handling of winch and cable	Volunteers	Medium	<ul style="list-style-type: none"> • Plan work to minimise the distance the winch and cables need to be transported. • Provide carrying aids, e.g. wheelbarrow • Tell volunteers that they must wear strong leather gloves when handling cables and wire slings. 	Low