

SSOW 12: USE OF PLANT MACHINES

Issue Number: 07

Date of Issue: 31/01/2026

Based on: RA17

PURPOSE

To ensure plant machines are operated safely and in a controlled manner, preventing collisions, overturns, crushing incidents, and harm to personnel, property, or the environment. This SSOW sets out the safe working practices, competency requirements, and equipment standards necessary for the safe use of plant in accordance with RA17, manufacturer instructions, and site-specific rules.

PPE REQUIREMENTS

For this activity, the following PPE must be worn

					
☒	☒	☒	☐	☐	☐
High-vis Vest / Jacket (BS EN 471)	Safety Boots (EN ISO 20345:2011) (S3)	Safety Gloves (Cut resistant) (EN 420:2003)	N/A	N/A	N/A

TRAINING REQUIREMENTS

- Valid CPCS card for the correct category of plant.
- Familiarity with manufacturer's operating instructions.
- Site induction and awareness of traffic routes and pedestrian segregation.
- Competence in safe manoeuvring, reversing, and use of banksmen (where applicable).
- Understanding of lifting limits, SWL, and use of ASLI/RCI where fitted.
- Awareness of emergency stop procedures and defect reporting processes.

EQUIPMENT REQUIREMENTS

- Plant machine suitable for the task and correctly configured.
- Functional safety systems: mirrors, reversing alarms, beacons, cameras (where fitted).
- Seat belts and ROPS/anti-roll bars (locked in raised position where required).
- Barriers, signage, and pedestrian walkways for segregation.

SAFE SYSTEM OF WORK

- All operators are to be CPCS card holders for the correct category of machine being used.
- Plant must be operated in line with training and manufacturer's instructions.
- Effective segregation of plant machines and pedestrians using physical barriers.
- Designated pedestrian walkways in place.
- Adequate signage to be in place to warn operators/drivers and pedestrians of the presence and dangers of plant movements.
- Minimise reversing where possible.
- Use banksmen to guide manoeuvres wherever possible.
- All plant to be fitted with rear view mirrors.
- All plant to be fitted with audible reversing alarms and switched on at all times.
- All plant to be fitted with amber flashing beacons and switched on at all times during movement.
- All plant to be operated within manufacturers guidelines, capacities and limits.
- Seat belts to be worn at all times.
- Site speed limit to be enforced and observed by all.
- Anti-Roll bars, where fitted, to be locked in the raised position on dumpers and rollers when they are being moved.
- Passengers only to be carried in plant machines where a seat and seat belt are provided for that purpose.

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- Where fitted to machines, reversing cameras are to be used.
- Adequate lighting to be provided in yard.
- Safe Working Load limit not to be exceeded when using excavators or forklifts for lifting (see RA no. 9 for detailed controls for lifting operations)
- Automatic Safe Load Indicators or rated capacity indicator to be used during lifting operations with forklifts or excavators.
- All plant to be maintained in accordance with manufacturers' instructions and statutory records to be kept where applicable. Daily and weekly checks/servicing to be carried out and recorded.
- Defect reporting systems to be in place and used.
- Plant machines to be quarantined out of use until defects have been repaired.
- Pre-delivery inspections are to be carried out, and defects rectified before machines are released to any customers.
- Ensure that plant is turned off after use, DO NOT idle.
- Keys must be removed from the machine at the end of use and stored in the key box.

IDENTIFIED RISKS

The SSOW above has been compiled after identifying the following risks from this activity

- Personnel (pedestrians) being struck by, crushed or run over by plant machines
- Drivers/Operators being thrown from, falling from or crushed by plant machines
- Property damage
- Failure of plant machine
- Plant/people interface
- Spills/leaks – environmental impact

FOR MORE INFORMATION, PLEASE REFER TO RISK ASSESSMENT RA17

Owner: Head of HSQE	Version: 2	LF266
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