

SSOW 34: ON-SITE PLANT REPAIR & SERVICING

Issue Number: 02

Date of Issue: 31/01/2026

Based on: RA26A

PURPOSE

To ensure the safe servicing and repair of mobile plant equipment at customer sites, preventing harm to personnel, environmental incidents, and equipment damage. This SSOW sets out the safe working practices, competency requirements, and equipment standards required to carry out on-site maintenance in accordance with RA26, site rules, and customer-specific procedures.

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 (Nitrile/Oil resistant) (EN 420:2003)	Safety Helmet (BS EN 397)	Safety Glasses (EN 116:2001)	Only where noise levels exceed 80 dB

TRAINING REQUIREMENTS

- Competent and authorised personnel only.
- Valid CPCs, IPAF, PASMA, or other relevant training (in date).
- Familiarity with RA26, site-specific rules, and customer permit-to-work systems.
- Manual handling training (RA11) and COSHH awareness.
- Working at height competence where required (refer to RA20).
- Understanding of lockout/tagout, plant isolation, and red zone awareness.
- Knowledge of spill response, environmental protection, and safe waste disposal (RA93).

EQUIPMENT REQUIREMENTS

- PAT-tested 110V or battery-powered tools.
- Access equipment (MEWPs, podiums, scaffold towers) with valid inspection tags.
- Spill kits, drip trays, and COSHH-compliant storage for oils and chemicals.
- Barriers or signage to segregate the work area.
- Fire extinguisher and first aid kit to be available on site.

SAFE SYSTEM OF WORK

Pre-Work Planning

- Confirm work scope, location, and access arrangements with the site/customer.
- Schedule maintenance work to be undertaken during quiet periods or site downtime if possible.
- All tools, equipment or accessories to be used must be in good serviceable condition and any statutory inspections completed and in date.

Site Arrival & Setup

- Report / Sign in on site.
- Attend the customer/site induction and/or daily briefing as instructed.
- Ensure the correct PPE is worn in accordance with the site rules (e.g. 5-point PPE).

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- Confirm the designated / approved work area location and segregate this using barriers or signage if possible.
- No work should be undertaken in areas where overhead hazards (e.g. power lines) have been identified.
- Non-essential personnel or other site users must not be permitted in your work area. Any unwanted incursions must be reported to site management.
- **Where a permit-to-work (PTW) is required e.g. work at height / hot works, make sure this is obtained and followed strictly in line with the customer / site-specific procedures.**
- Ensure that lighting, ground conditions, and welfare facilities are adequate. If any issues are identified, report to site management.
- Ensure all plant/vehicle audio and visual warning aids are in place and working.
- **Seatbelts must be worn at all times** when operating plant vehicles.
- **Use of handheld devices is PROHIBITED** while operating plant vehicles.

Plant Service & Maintenance Works

- **Only undertake tasks you are trained, competent, and authorised to perform. If you're unsure, consult your manager before proceeding.** Ensure your CPCS, IPAF/PASMA or any other relevant training is valid and in date.
- Isolate plant equipment before maintenance work commences. Power off, lockout/tagout, release stored energy (e.g. hydraulic systems), etc. Use wheel chocks or other immobilisation devices where needed.
- Use only 110v (PAT tested) or battery-powered tools. Conduct visual pre-use checks; do not use faulty/damaged power tools. Low-vibration tools must be used. Take regular breaks. Ensure guards or other safety devices are fitted and functional (where applicable). Wear task-appropriate PPE (gloves, eye protection, respiratory protection if dust/fumes are present).
- Refer to COSHH assessments and Safety Data Sheets (SDS). Work in well-ventilated areas; wash hands after handling any substances. Do not eat or drink in the work area.
- Prevent spills; if a spill occurs, prevent this from entering drains or watercourses; use spill kits to contain / clean up. Report any environmental incidents to site management as soon as it is safe to do so.
- Keep flammables (COSHH) away from heat sources or naked flames. Smoking will be permitted only in the site designated area(s) as instructed by site management.
- Avoid manual handling where possible; use mechanical aids where available. If manual handling cannot be avoided, follow your MH training; remember T.I.L.E. Wear suitable gloves; maintain good posture and technique.
- Avoid working at height where possible through planning or alternative methods. If this cannot be avoided, obtain a Work at Height PTW from site management and follow this in full. Only use approved access equipment (MEWPs, podiums, scaffold towers); **ladders are not permitted**. In date inspection tags must be displayed; 3 points of contact must be maintained at all times. Establish exclusion zones below the work area, secure any loose items to prevent these from falling. **Never use damaged access equipment.**
- If you are required to use a MEWP, ensure this has a valid and in date LOLER certificate (dated within the last 6 months). Fall arrest/restraint equipment must be used. Do Not operate a MEWP if you do not hold the appropriate training (IPAF/PASMA). Carry out visual pre-use checks and report any defects without delay.
- In case of adverse / extreme weather conditions, adjust work accordingly. Take breaks in sheltered areas; maintain good hydration. Do not carry out any work at height in high wind conditions.
- Maintain clear communication with site personnel at all times and report any unsafe conditions, behaviours or near misses as soon as possible (when safe to do so) to site management.
- **ALWAYS FOLLOW THE 'THUMBS UP' PROCEDURE IF WORK IS UNDERTAKEN ON A LIVE SITE. KNOW YOUR PLANT RED ZONES.**

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Emergency Preparedness

- The site emergency response and evacuation procedures will be briefed to you on arrival to site. You must follow these as instructed.
- First aid / firefighting equipment and adequately trained emergency personnel will be provided by the customer / site.
- In case of an incident / accident; seek first aid immediately and report to site management. Contact your manager / supervisor at the earliest opportunity.
- **Stop work and escalate if anything changes.**

Leaving site

- Remove all waste materials generated during your work activity, including used parts, packaging, oils, and consumables. Dispose of them in accordance with site rules and/or L Lynch waste management procedures (refer to RA93 for safe disposal of workshop oil waste).
- Clean and tidy the work area to ensure no tools, debris, or trip hazards remain. Check for any spills or contamination and use spill kits if needed.
- Return access equipment and tools to designated storage areas or vehicles. Ensure all equipment is accounted for and in serviceable condition.
- Sign out or notify site contact that work is complete.
- Leave site safely, using designated exit routes.

IDENTIFIED RISKS

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

- Mechanical (crush injuries, pinch points, entanglement, tool misuse, equipment failure).
- Electrical (electrocution, burns, fire/explosion from vehicle electrics or battery tools).
- Chemical & COSHH (fumes, skin contact, injection injuries, flammables, environmental contamination).
- Physical (cuts, abrasions, eye injuries, noise, vibration, dust, manual handling strain).
- Work at Height (falls, dropped objects, unstable access equipment).
- Environmental & Site (poor housekeeping, adverse weather, uncontrolled plant movement, inadequate lighting).
- Fire & Explosion (hot works, flammable substances, ignition sources).
- Health & Welfare (musculoskeletal injuries, dehydration, hypothermia, inadequate welfare provision).
- Procedural Failures (poor isolation, lack of planning, inadequate supervision, non-compliance with site rules).

FOR MORE INFORMATION, PLEASE REFER TO RISK ASSESSMENT RA26a

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