


Location:	Leicester Outdoor Pursuits Centre	Date of Assessment:	27/9/12	Last Reviewed: Dec 23 KG	Name of Assessor:	Chris Murnin
Activity:	Use of hoist (to transfer in and out of boats)	Assessment Reference No:	4.35		Signature of Assessor:	

ITEM/ HAZARD	CONTROL MEASURES
Incorrect lifting and carrying	<ul style="list-style-type: none"> ▪ All staff to lift and carry hoist sections in line with manual handling training and guidelines. ▪ Where possible two people to work together setting up hoist. ▪ If any doubt regarding correct set up, refer to management
Inserting mast into base	<ul style="list-style-type: none"> ▪ Fingers must be kept clear of the spigot that inserts into the base. ▪ Mast to be lowered in a controlled fashion.
Incorrect assembly	<ul style="list-style-type: none"> ▪ Hoist must be assembled by staff that have been trained. ▪ Hoist only to be assembled in line with the owner's manual and LOPC guidelines. ▪ Spreader bar locking screw must be tightened. ▪ All orange parts to be checked for tightness and correct location.
Structural failure	<ul style="list-style-type: none"> ▪ Hoist to be inspected in line with LOLER every 6 months. ▪ Hoist must be assembled in line with the owner's manual and LOPC guidelines and training. ▪ Staff to visually check assembled hoist before use. ▪ Hoist only to be assembled and used by trained staff.
Banging head into structure	<ul style="list-style-type: none"> ▪ Awareness of surroundings. ▪ Slings setup in line with training- and manufacturers guidelines. ▪ Instructor care and attention.
Incorrect sling used	<ul style="list-style-type: none"> ▪ Size charts to be used to check correct sizing is used. ▪ Training to cover sling selection. ▪ Guidance from individual and visiting staff.
Inappropriate physical contact	<ul style="list-style-type: none"> ▪ Support staff to fit slings where possible. ▪ Individuals to assist with fitting of their sling where possible.



	<ul style="list-style-type: none"> ▪ LOPC training to cover use of slings. ▪ Instructor communication with individual detailing upcoming actions.
Falling in the river	<ul style="list-style-type: none"> ▪ Awareness of surroundings. ▪ Buoyancy aids must be worn by all involved in the hoisting process the area when the hoist is in use. ▪ Surrounding area to be kept clear of surplus people and vacant wheelchairs.
Wheelchairs rolling away	<ul style="list-style-type: none"> ▪ Vacant wheelchairs to be cleared out of the way. ▪ Wheelchair brakes to be applied.
Overreaching	<ul style="list-style-type: none"> ▪ Participant only to be lowered into the part of the boat near the riverbank. ▪ Boats to be moved into the best position for participants. ▪ During periods of low river level, consider using the hoist at the Kayak launch.
Uncontrolled landing	<ul style="list-style-type: none"> ▪ Staff used to aid person into the boat or chair. ▪ Individual encouraged to help themselves. ▪ Communication between staff. ▪ Careful control of the ram knob.
Ram falling	<ul style="list-style-type: none"> ▪ Ensure webbing strap is around ram before lifting, carrying or dismantling.
Unauthorised / mis-use	<ul style="list-style-type: none"> ▪ Hoist to be stored securely inside when not in use. ▪ Staff to setup hoist at latest available opportunity. ▪ Staff to put hoist away at the earliest available opportunity.

