



# Standard Operating Procedure

Procedure Name:	Work over or in close proximity to water		
Author:	Steve Smallman		
Approved By:	Albie Wheeler		
Version	1.0	With Effect from	1/1/12
Review Date	1/1/13	Document Number	SOP 19
Risk Assessment	Name	RA SOP 19 work near water	
	Date	6/8/12	

## 1. Aim of procedure

To identify and formalise control processes involved in planning work over or near water.

## 2. Scope of application

This SOP applies to all Wheeler Cranes personnel. Technical Supervisors assessing work are to take note of the need to advise our insurer of work being conducted over water.

## 3. References

AS 2550

Wheeler Cranes Insurance Policy

## 4. Pre-requisites

Crane Drivers undertaking this work must hold:

- A National Certificate of Competency/High Risk Work Licence for the size and type of crane used
- A vehicle drivers licence of a suitable class for the crane used.
- A Wheeler Cranes Verification of Competency as a crane driver


Dogmen undertaking this work must hold a National Certificate of Competency/High Risk Work Licence as a dogman, and where supplied by Wheeler Cranes a Wheeler Cranes Verification of Competency.

Access to PPE and PFDs as appropriate

## 5. Procedure

Wheeler Cranes technical supervisors will:


1. Assess any site inspected for the need to work near or over water.
2. Where work is conducted in close proximity to water of more than 1m depth, assess the need for personnel to take specific measures for water safety.
3. Review requirements for Personal Floatation Devices (PFDs) where work is in close proximity to water.

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4. Advise the allocator of any specific precautions required due to work in close proximity to water
5. Advise the Managing Director of any tasks to be undertaken over water.
6. Assess wharves and jetties for the need for structural/engineering certification and arrange with the client.
7. Liaise with clients regarding outrigger pressures and axle loads on engineered structures.

The allocator will record any requirements for specific precautions or PPE in the job booking so that it appears on the call order for the crane crew.

The Managing Director will advise our insurer where necessary. Our contact is Gina Brasher at Sanderson Insurance Brokers

	<p><b>Ph:</b> (02) 49 256 509   <b>Fax:</b> (02) 49 256 507 <b>Mobile</b> 0425 256 648</p> <p><b>EMAIL:</b> <a href="mailto:ginab@sanderson-insurance.com.au">ginab@sanderson-insurance.com.au</a></p> <p><b>Website:</b>  <a href="http://www.markeygroup.com.au/ar/sanderson/index.php">http://www.markeygroup.com.au/ar/sanderson/index.php</a></p>
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Crane Crews will:

8. Comply with any site precautions, including wearing PFDs as required.
9. Operate cranes with due regard of slopes and grass verges particularly on river banks.
10. Reverse under guidance at all times.
11. Assess any wharves or jetties and seek structural certification where appropriate.
12. Advise the allocator of work over water, not noted on the call order.

## 6. Approval



Albie Wheeler  
 Managing Director  
 13/9/12



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## 7. Acknowledgement

Name	Signature	Name	Signature