



RISK RATING 1 HIGH 2 MEDIUM 3 LOW	SAFE WORK METHOD STATEMENT Title: : Air Jacks Operation Ref No: 1	I approve the use of this Safe Work Method Statement: NAME: _____ POSITION: Department Manager SIGNATURE: _____ DATE: ___/___/___
		Depot: OPERATING A AIR JACK
Critical Steps in this Activity:	Potential Hazards:	Safety Controls:
<ul style="list-style-type: none"> • Check weight of vehicle and lifting capacity of jack • LOW 	<ul style="list-style-type: none"> • Vehicle too heavy for capacity of jack 	<ul style="list-style-type: none"> • Ensure vehicle does not exceed the lifting capacity of the air jack
<ul style="list-style-type: none"> • Work area is clear, clean and surface is flat and level • LOW 	<ul style="list-style-type: none"> • Uneven surface could cause vehicle to fall of jack 	<ul style="list-style-type: none"> • Ensure vehicle is on flat surface before attempting lift
<ul style="list-style-type: none"> • Air fittings and connect air hose to jack • LOW 	<ul style="list-style-type: none"> • Hose could separate under pressure 	<ul style="list-style-type: none"> • Make sure fittings are in good working order
<ul style="list-style-type: none"> • Check operation controls of jack • Ensure vehicle being lifted is securely chocked • LOW 	<ul style="list-style-type: none"> • Vehicle could fall of jack 	<ul style="list-style-type: none"> • Place chocks under wheels not being used
<ul style="list-style-type: none"> • Locate jack in correct lifting position • LOW 	<ul style="list-style-type: none"> • Vehicle could fall of jack • Jack could damage vehicle 	<ul style="list-style-type: none"> • Place jack in correct lifting position

<ul style="list-style-type: none"> Lift vehicle LOW 	<ul style="list-style-type: none"> Vehicle could fall of jack 	<ul style="list-style-type: none"> Operate jack slowly
<ul style="list-style-type: none"> Place safety jack stands under vehicle and release pressure from air jack LOW 	<ul style="list-style-type: none"> Manual handling 	<ul style="list-style-type: none"> Position stands beside vehicle before lifting
<ul style="list-style-type: none"> Remove air jack while working is being carried out (if possible) LOW 	<ul style="list-style-type: none"> Manual handling 	<ul style="list-style-type: none"> Always use correct manual handling techiquie. If to heavy ask for assistance
<ul style="list-style-type: none"> To lower vehicle locate air jack in original lifting position LOW 	<ul style="list-style-type: none"> Manual handling 	<ul style="list-style-type: none"> Always use correct manual handling technique. If to heavy ask for assistance
<ul style="list-style-type: none"> Raise air jack to take weight of load LOW 	<ul style="list-style-type: none"> Vehicle could fall of jack 	<ul style="list-style-type: none"> Operate jack slowly
<ul style="list-style-type: none"> Remove safety jack stands LOW 	<ul style="list-style-type: none"> Manual Handling 	<ul style="list-style-type: none"> Always use correct manual handling technique. If to heavy ask for assistance
<ul style="list-style-type: none"> Lower vehicle LOW 	<ul style="list-style-type: none"> Vehicle could fall off jack 	<ul style="list-style-type: none"> Operate jack slowly
<ul style="list-style-type: none"> Remove jack and disconnect air hoses LOW 	<ul style="list-style-type: none"> Manual handling 	<ul style="list-style-type: none"> Always use correct manual handling technique. If to heavy ask for assistance
<ul style="list-style-type: none"> Store in correct position LOW 	<ul style="list-style-type: none"> Manual handling 	<ul style="list-style-type: none"> Always use correct manual handling technique. If to heavy ask for assistance

License/Training		List Plant-Equipment	
Work Activity Induction		<i>Air Jack, Air Compressor, Air Hose, Chocks, Safety Jack Stands</i>	
List: /Personal Protective Equipment required for this Activity	List Equipment Maintenance Checks required for this Activity	Engineering Certificates	Hazardous Substance
<i>Hi visibility clothing</i> <i>Safety Boots</i>	<i>Daily equipment checks</i> <i>Plant Pre-start up check list</i>	Type	Type
Duties & Responsibilities			
To ensure the safety of co-workers and general public.To report all incidents and near misses to team leader.Ensure equipment is in safe working order.Perform safety checks of equipment			

