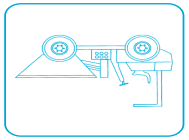
Skip Loader

The rules and procedures in force where people are at work may require the person responsible for this equipment to carry out a specific risk assessment.

It is important to read all of this leaflet BEFORE you use the Skip Loader



1. Diesel fuel is highly flammable. Take care not to cause a fire or explosion.
2. This skip loader is designed for transporting loads of building material such as hardcore or sand over short distances, and discharging the load directly into a builder's skip or onto a small lorry.
3. The action of this skip loader can cause injury or damage if the equipment is not used in a careful and controlled way.
4. You should not drive this skip loader unless you have had previous experience, or you have had a course of instruction from a responsible body. Drivers of this vehicle should have a least a current site safety awareness certificate.
5. A Certificate of Training Achievement (CTA) for Construction Plant Operators is required on many construction sites. Training to achieve a CTA is available from CITB approved bodies.
6. You should not attempt to load or unload the machine from a truck or trailer unless you are fully experienced in doing so.
7. Plan your work and think ahead to make sure that you will always be working safely.
8. You should have at least the following items of personal protective equipment:
   ear muffs or plugs giving protection to levels up to 88dB(A);
   safety helmet to EN397 or BS5240;
   sturdy shoes as a minimum, ideally, safety boots to EN345 or BS1870/4972;
   high visibility vest or similar reflective garment.
9. This skip loader must not be used by minors, or by anyone under the influence of drugs or alcohol.
10. This skip loader is designed for operation by an able bodied adult. Anyone with either temporary or permanent disability must seek expert advice before using it.

Every effort has been made by HAE/EHA to ensure that the information given in this document and supporting material is accurate and reliable. HAE/EHA cannot accept responsibility for any loss or liability perceived to have arisen from the use of any such document/material. Only Acts of Parliament and Statutory Instruments have the force of law and only the courts can authoritatively interpret the law.

Hire Association Europe
2450 Regents Court
The Crescent
Birmingham Business Park
Solihull B37 7YE

Telephone: 44 (0) 121 380 4600
Fax: 44 (0) 121 333 4109
Email: mail@hae.org.uk
website: www.hae.org.uk

1907 Safety Guidance
v:062017
Banner Plant
PART OF HENRY BOOT

Redistributed under licence from HAE by Banner Plant Limited. Licence expires on 31/05/2025

WORK AREA

1. Do not use this skip loader where there is a danger of explosion. It will ignite fumes from petrol, or gas cylinders.
2. To reduce the risk of serious or fatal injury from breathing toxic fumes do not use the skip loader inside a building or closed space unless the area is well ventilated.
3. Never operate on any public road or highway unless the machine is insured, and complies with road traffic regulations. In addition, you must have an appropriate driving licence.
4. Check your work area for soft ground, slopes, holes, and trenches, or objects that may damage the tyres.
5. Check there are no low tree branches, scaffolding or anything else you may run into.
6. Keep well away from any overhead power lines unless they are at least 5m (16ft) above the highest part of the raised and tilted bucket. Do not forget that highvoltage electricity can jump across large gaps.
7. If your work area is complex or noisy, you should work with a banksman.

OPERATORS

1. The following items of personal protective equipment (ppe) are the minimum that should be worn whenever you use this skip loader. Particular jobs or environments may require a higher level of protection.
2. This equipment is likely to cause noise levels up to 88dB(A) - wear appropriate ear muffs or plugs giving hearing protection for this level as a minimum if you will be operating the skip loader for long periods.
3. You must wear a safety helmet (EN 397 or BS5240) when using this machine on a construction site.
4. Wear safety boots (EN345 or BS1870/4972) or at least sturdy shoes when working with the skip loader.
5. You should wear a reflective vest or similar high visibility garment.
6. Wear your seat belt whenever you use the skip loader.
7. If your skip loader is fitted with a roll over protection frame (ROPS) you must fasten the seat belt whenever the skip loader is moving. A ROPS frame often increases the potential danger to the driver if the seat belt is not used.
8. Anybody who is working near the skip loader will also need to wear appropriate personal protective equipment.

SKIP LOADER

1. Check your machine, engine, tyres, bucket, and all equipment. Do not use anything found damaged - contact the hire company.
2. Check the skip loader over each time you use it. It will have been supplied in good condition and ready to use by the hire company - you must make sure that it has not been damaged or altered since then.
3. When working on or near a public highway, inside industrial premises, or construction sites, you should operate the skip loader's flashing amber beacon.
4. Do not use the skip loader if it has a flat tyre.
5. Never carry passengers on any part of the skip loader.
6. If you have not driven this type of skip loader before, carefully look at all of the controls before you start the engine.

Before Starting Work...

7. Make sure that you understand how the skip loader behaves when steering. Rear wheel steering causes the back of the loader to swing out when turning.
8. Machines with a variable front track must be used on the widest possible track setting. Only use narrow track settings on ground that has been prepared to be completely smooth and level.
9. If you need to reset the front wheels, make sure that the machine is safely supported before you start. Check that the axles are properly locked into place before you lower the loader onto its wheels.
10. Before you start work drive into a clear area and carefully practice all steering and driving controls and bucket operations until you are familiar with them.

LOADING THE BUCKET

1. Do not load the bucket if it is partly tipped, or the boom elevated.
2. Put the parking brake on, then get off and stand clear of the skip loader if it is being loaded by an excavator or powered loader.
3. Make sure that the load goes into the bucket evenly.
4. Make sure the load is not too high it prevents you from seeing where you are driving.
5. Do not try to increase the carrying capacity of the bucket by wedging sheets of wood or other barriers down the sides of the bucket.

RAISING AND TILTING THE BUCKET

1. You must only raise or lower the boom arms, and tip the bucket when you are sitting in the driver's seat.
2. The bucket can be tilted in the lowered position to discharge its load onto the ground.
3. Put the parking brake on and the gear lever into neutral before raising or tipping.
4. When positioning the skip loader ready for discharge into a skip, allow for the forward throw of the boom as it elevates.
5. Do not lower a loaded bucket suddenly, it may strain the machine. It could cause damage or injury.
6. Do not lower the bucket so far into the skip that it causes the front wheels of the loader to be lifted off the ground.

TOWING

1. If the skip loader has a towing eye it may be used to haul light wheeled plant such as a compressor around the site, but not on the highway. Always use a proper towing pin with a jump out restraining device. Pieces of old reinforcing rod or similar makeshift pins are not suitable.
2. Take extra care when towing: engage low gear and the bucket, which must be in the lowered position, should be partly filled to provide extra traction and brake force.

UNLOADING FROM A TRAILER

1. Unloading the skip loader from a trailer needs special care. Do not attempt it unless you are familiar with the operation of the machine.
2. The unloading and loading must be done on level ground.
3. The trailer is best left hitched to the tow vehicle. This gives it extra stability.
4. Lower the jacks fitted to the trailer - make sure that they have firm support.
5. Ramps must be strong enough and long enough to allow a safe angle of descent. Make sure they are firmly fixed to the trailer and will not slip. In wet or icy weather sprinkle sand or ash over the ramps for better grip.
6. Drive the loader off; do not try to roll or freewheel.
7. Load the machine back on to the trailer by reversing on.

INSURANCE

1. Under the terms of hire, you are responsible for the safe custody of the machine. You must indemnify the hire company against loss or unreasonable damage such as vandalism. The best way to achieve this is by insurance.
2. However, you must always secure the machine yourself against theft or vandalism. Lock the fuel cap. Remove the battery to prevent unauthorised use or theft.
3. Some hire companies will offer insurance cover at an extra charge.
4. In addition, you should be aware that if you cause damage to property belonging to a third party, or if you are involved in a highway accident, it is unlikely that normal insurance policies will give you any protection.
5. If you are in any doubt about your insurance cover, check with the hire company or your insurer straightaway.

REFUELLING

1. No smoking.
2. If possible, drive the skip loader to a safe place away from your work area.
3. Stop the engine and let it cool down.
4. Clean the filler cap and the area around it to prevent dirt falling into the diesel tank.
5. Use clean diesel when refuelling. If you do not have a fuel pump use a funnel. Do not spill any diesel on yourself or the skip loader.
6. Wipe any fuel off the machine. Dispose of diesel soaked cloth carefully.
7. If you spill any fuel on the ground, wipe it up or cover it with soil.
8. If you spill any diesel on your clothes, change them straight away.
9. Put all fuel caps back on properly, and leave your fuel container in a safe, cool place.
10. It is good practice to refill the fuel tank at the end of the day's shift, not at the start. This will prevent condensation build up in the fuel system.

STARTING THE ENGINE

1. Make sure that nobody is within the work area of the skip loader.

Electric start

1. Check that the handbrake is on and the gear lever is in neutral.
2. Electric start machines have a multi - position ignition switch. Turn the key part way to engage the cold start device, hold it in that position for about twenty seconds then turn fully to engage the starter.
3. If the skip loader fails to start after a few seconds look to see if there is any smoke coming from the exhaust. If there is, try repeating the start procedure but hold in the cold start position for a little longer.
4. If the engine is warm, there is no need to use the cold start device. You can turn the key fully to engage the starter.
5. If the starting handle to the shaft, and check by turning it anti-clockwise that the ratchet mechanism works. Check also that the handle slides on and off the shaft easily.
6. Move the decompression lever into the decompression position.
7. Grasp the starting handle firmly in one hand - but do not wrap your thumb around the handle. Keep it on the same side as your fingers - this is very important. Your thumb could be broken if you wrap it around the handle, and the engine kicks back.
8. Crank the engine strongly before lowering the decompression lever smoothly. The engine should fire up. If it doesn't, go through the steps again from instruction 12 above.
9. If the engine is now running, slide the handle off the shaft. Stow the handle safely.
10. If you let go of the handle when teeenging fires up, do not try to grab it. Stop the engine using the stop control. Then start the engine again.
11. Never stop the engine using the decompression lever. This may damage the engine and will be regarded as misuse by the hire company. Only use the correct engine STOP control.

Hand start

1. Other skip loaders need to be started by hand. This can be hazardous, take care.
2. Before starting a cold engine engage the cold start device: this is often located near the fuel pump.
3. Check that the handbrake is on and the gear lever is in neutral. Make sure the STOP control is pushed fully home.
4. Stand by the engine and find the starting handle and the decompression lever. If you need to raise the engine cover, make sure the stay is holding it up securely.
5. Fit the starting handle to the shaft, and check by turning it anti-clockwise that the ratchet mechanism works. Check also that the handle slides on and off the shaft easily.

STOPPING THE ENGINE

1. Always use the engine stop control to stop the engine.
2. Do not use the decompression lever - this will damage the engine.
3. Remember to turn off and remove the ignition key if there is one, to prevent unauthorised use.

Any unauthorised reproduction – manually or electronically – is STRICTLY prohibited

©Copyright Hire Association Europe April 2011

Using the Skip Loader

1. Stay aware of what is happening all around. Do not assume that other persons or obstacles will get out of your way.
2. Stay on the driver's seat unless you park up properly. Do not lean out to move obstacles or give assistance.
3. Make sure you apply the brake when stationary or the skip loader may creep or roll without you noticing.
4. Avoid hazardous areas such as soft ground, trenches, or overhead obstacles.
5. Put railway sleepers or similar heavy objects about 2 metres (6ft) away from the edge of trenches that you may need to go near. They will stop you getting too close.
6. Be careful on slopes - avoid turning on them if possible.
7. When travelling on site, keep the boom and bucket in the lowered, or travel position.
8. Never turn sharply with the boom elevated and the bucket loaded. The high centre of gravity and narrow track makes the skip loader more likely to roll over than other items of plant.
9. Do not use the bucket as a makeshift work platform.
10. Do not use the skip loader as a crane.
11. Never carry passengers on any part of the skip loader.
12. If the skip is being loaded, by machine or by hand, you should get off the driver's seat and move a safe distance away.
13. Do not force the skip loader to carry more than it is capable of. This can cause it to become unstable. Take your time, and work steadily. The job will be done better and safer.
14. Always stop on firm level ground away from the work area and other traffic.
15. Stop the engine, apply the parking brake and remove any key before leaving the skip loader unattended.
16. If your equipment does not work properly, do not try to repair it. Contact the hire company.
17. You may want to read this leaflet again. Please keep it until you finish work.

Please store this leaflet safely. It may be required for further information

Hire Association Europe
2450 Regents Court
The Crescent
Birmingham Business Park
Solihull B37 7YE

Telephone: 44 (0) 121 380 4600
Fax: 44 (0) 121 333 4109
Email: mail@hae.org.uk
website: www.hae.org.uk

v:062017

For guidance on managing construction health risks go to
www.hse.gov.uk/construction