

This document is intended to provide guidance for Lorry Loader Operators when delivering to Balfour Beatty UK projects.

This guide should be read in conjunction with the Plant & Equipment Specification Sheet ref. [HSF-SP-0046HH](#) "Lorry Loader Crane (HIAB) Deliveries & Collections only". This document details the mandatory requirements for all delivery vehicles and operators who will be making deliveries to any Balfour Beatty UK project.

No deliveries are to be made to the delivery location until the requirements for the lift category have been agreed and put in place. The complexity of the lift must be agreed with the Balfour Beatty Appointed Person. The complexity of the lift will either be Basic, Intermediate or Complex.

The table below is a guide to assessing the complexity of a lift. When assessing the complexity of lift the Supplier's Appointed Person should refer to BS 7121 "Code of Practice for the Safe Use of Cranes Part 4: Lorry Loaders", and CPA ALLMI Best Practice Guide "Safe Use of Lorry Loaders".

Relationship between Complexity Index and Lift Category			
Environmental Complexity (E)	3	Complex	Complex
	2	Intermediate	Complex
	1	Basic	Complex
		1	2
			3
Load Complexity (L)			
Complexity Index Guide			
L1	<ul style="list-style-type: none"> Simple load with known centre of gravity and obvious slinging points 	E1	<ul style="list-style-type: none"> Clear sight of the load path with the load placed directly on the ground or double stacked Stable ground conditions, bearing capacities known
L2	<ul style="list-style-type: none"> Load may become unstable during loading or off-loading Load is to be lifted into position Load without clear centre of gravity without lifting points Load operation involves assembly or disassembly 	E2	<ul style="list-style-type: none"> Operator does not have a clear view of the load path or landing area due to obstructions or placing at height Load being placed in or removed from water. Stable ground conditions, bearing capacities require verification
L3	<ul style="list-style-type: none"> Load weight not accurately known and centre of gravity may shift with no integral lifting points 	E3	<ul style="list-style-type: none"> Removal of potentially unstable loads adjacent to a live carriageway or members of the public Load path close to proximity hazards such as scaffold or overhead power lines Difficult ground conditions, engineered solution required to support outrigger loads

The requirements of the supplier for each level of complexity are detailed below:

Requirement	Lift Category		
	Basic	Inter-mediate	Complex
A Lift Plan must be prepared by the Supplier's Appointed Person (who must be competent and hold a valid CPCS, ALLMI or NPORS (CPCS) Appointed Person qualification). The Lift Plan can be generic but must be suitable for the materials being offloaded and must also provide details on stabiliser loadings. The Lifting Plan must be appraised by a Balfour Beatty Appointed Person or Crane / Lift Supervisor prior to delivery.	✓		
Risk Assessments applicable to the safe operation of the lifting processes must be provided, attached to the lift plan and available in the vehicle at all times.	✓	✓	✓
Evidence of operator competency either CPCS, ALLMI or NPORS (CPCS) Operator, Thorough Examination certificates and current inspection report for all lifting accessories and equipment must be provided.	✓	✓	✓
The Lorry Loader Operator can assume the combined role and responsibilities of Operator, Crane Supervisor and Slinger/Signaller, provided they meet the required competencies.	✓		
The Lorry Loader Operator can assume the combined role and responsibilities of Operator and Crane Supervisor, provided they meet the required competencies however a separate Slinger/Signaller (with a valid CPCS or NPORS (CPCS/CSCS) Slinger/Signaller qualification) is required.		✓	
The Supplier's Appointed Person must prepare a task/site specific Lift Plan and Safe System of Work which will include a detailed drawing.		✓	✓
The designated offloading area must be assessed by the Supplier's Appointed Person with regards to ground conditions and out rigger pad requirements.		✓	✓
The Supplier's Appointed Person must be present during the Lifting operations. This must be the same person who drew up the Lift Plan.			✓
The Operator takes on the role of Lorry Loader Operator only.			✓
The Supplier is to provide a separate Crane Supervisor (with a valid CPCS or NPORS (CPCS) Crane Supervisor qualification) and be present on site for the lift.			✓
The Supplier is to provide a separate Slinger/Signaller (with a valid CPCS or NPORS (CPCS/CSCS) Slinger/Signaller qualification).			✓

Competence requirements table

	Basic	Intermediate	Complex
Appointed Person	ALLMI, CPCS or NPORS (CSCS)	ALLMI, CPCS or NPORS (CSCS)	CPCS or NPORS (CSCS)
Crane Supervisor	ALLMI, CPCS or NPORS (CSCS)	ALLMI, CPCS or NPORS (CSCS)	CPCS or NPORS (CSCS)
Operator	ALLMI, CPCS or NPORS (CSCS)	ALLMI, CPCS or NPORS (CSCS)	ALLMI, CPCS or NPORS (CSCS)

Minimum PPE requirements when delivering to Balfour Beatty UK projects

1. Safety Helmet
2. Eye Protection
3. Safety Boots
4. Gloves
5. High visibility upper body PPE, Class 2 or above
6. High Visibility Orange Trousers, EN471 Class 1 (mandated by Rail UK only)

Site Specific PPE requirements may apply.

Should you require any further clarification on the above requirements, please contact HSE@balfourbeatty.com