

DALE

Instructions for the Safe Use of Runways

The information in this document should be passed to the user of the equipment

This document is issued in accordance with the requirements of Section 6 of the Health and Safety at Work etc Act 1974, amended March 1988. It outlines the care and safe use of RUNWAYS and is based on Section 20 of the LEEA Code of Practice for the Safe Use of Lifting Equipment.* It should be read in conjunction with the requirements for lifting appliances for general purposes, given overleaf, which form an integral part of these instructions.

This information is of a general nature only covering the main points for the safe use of runways. It may be necessary to supplement this information for specific applications.

ALWAYS

- Only use runways which are clearly identified, marked with the SWL and for which a current test certificate is available.
- Inspect the runway, block and accessories before use and before placing into storage.
- Only use runways that are fitted with positive end stops.
- Position the lifting appliance directly over the load then take the weight of the load gently.
- Ensure you have a clear view of the travel path and that this is free of obstructions before moving suspended loads.

NEVER

- Attach additional steelwork or suspend pipes, cables etc from runways.
- Do not side load runways.
- Allow the load to swing unduly or in an uncontrolled manner.
- Attempt to drag loads along the ground.
- Allow persons to pass under suspended loads.

SELECTING THE CORRECT RUNWAY

Runways may be custom built from standard steel sections or special track sections. They may be mounted on free standing structures, attached to the building members or a combination of both. Alternatively a building member may be selected to be used as a runway. The resulting loads imposed on the building structure or foundations are almost always additional to those for which the building has been designed. A theoretical check should therefore be made by a suitably qualified person and written confirmation of adequacy obtained. The runway must also be tested, marked with its identification and SWL and certified by a Competent Person before use.

STORING AND HANDLING RUNWAYS

- When not in use the lifting appliance should be positioned so as not to present a hazard to persons, goods, vehicles etc that may be in the area.
- If the runway is not in regular use it is advisable to remove the lifting appliance for separate storage. Where this is not possible or desirable the appliance should be parked where it will not present a hazard. Any power supply systems should be isolated.
- Store the lifting appliance for separate storage. Where this is not possible or desirable the appliance should be parked where it will not present a hazard. Any power supply systems should be isolated.

INSTALLING AND COMMISSIONING

- Follow the specific instructions for erection issued by the supplier

as these will vary with the design.

- It is important that the superimposed forces are assessed by a qualified engineer and written approval obtained.
- The track must be level and have an even running surface. Positive end stops must be fitted to prevent the trolley and lifting appliance running off the ends or colliding with supporting members.
- With outdoor applications or those associated with humidity, heat etc it may be necessary to provide a suitably covered or protective area in which to park the lifting appliance.

USING RUNWAYS SAFELY

- Do not use defective runways, blocks or accessories.
- Position the lifting appliance carefully. The block hook must be directly over the centre of gravity of the load. Do not side load the runway or use the appliance to drag loads along.
- Take the load gently and avoid shock loads.
- Before moving a suspended load ensure you have a clear view of the travel path and that this is free of any obstructions etc.
- Avoid swinging loads. Push rather than pull on suspended loads. Do not let trolleys crash into the travel stops as the load may whip thus increasing the resultant loads imposed on the structure.
- In the case of runways fitted with more than one appliance, care must be taken to prevent collision or any one span of the runway becoming overloaded due to the proximity of the appliances.

IN-SERVICE INSPECTION AND MAINTENANCE

- The maintenance requirements may be combined with those of the lifting appliance. Bolts and fixings should be checked to ensure they are tight and if necessary re-torqued. The running surface of the track should be clean and kept free of debris etc. End stops must be in place, correctly set and secure.
- Regularly inspect the runway and, in the event of the following defects, refer the runway to a Competent Person for thorough examination: structural defects, damage, distortion, corrosion or cracked welds; loose or missing bolts; damaged or missing runway end stops; track not level or running face uneven; difficulty in moving trolley or trolley moves on its own; any other visible defects.

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Further information is given in:

The Code of Practice for the Safe Use of Lifting Equipment, published by: LIFTING EQUIPMENT ENGINEERS ASSOCIATION

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