

# SAFE WORK PRACTICES

## PORTABLE/GROUND WINCH

*\*This information does not take precedence over OH&S. All employees should be familiar with the Saskatchewan Employment Act and the OH&S Regulations.*

**General:** The winch is a tool powered by a gas motor which turns a drum on which steel cable is wrapped.

1. Know your tool. Learn about its operation, application and limitations, as well as the specific and potential hazards before using it. Refer to the operating manual if necessary. Have someone with experience assist you before using the tool on your own.
2. Wear adequate PPE and keep observers at a safe distance from the work area.

### **Set-up:**

3. Ensure the winch is properly secured to the trailer bed.
4. Inspect the tool (i.e. break, cable) and accessories (i.e. snatch block, rigging) for visible signs of wear or damage. Repair or replace damaged parts before using the tool.
5. Check alignment of lead block to ensure proper wrapping of cable on drum.
6. Check the rating plate for tool capacity and do not exceed the maximum rated capacity.
7. Ensure adequate rigging for size and weight of load.
8. Ensure the operator can see the object(s) being lifted. If the operator's vision is obscured, use a signal man.
9. Never leave a suspended load unattended.
10. Maintenance must be done to the manufacturer's specifications.
  - Inspect the tool for visible signs of wear or damage before each use.
  - Ensure proper lubrication of moving parts.
  - Use oiler on air line.