



# SSoW 18

Recommended method of manually unloading trusses less than 75kg – HSE recommends 25kg per person



St Ives  
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**DO NOT ACCESS THE BED OF THE VEHICLE UNLESS ABSOLUTELY NECESSARY AND ONLY WHEN USING AGREED METHOD OF WORKING AT HEIGHT SAFETY EQUIPMENT**

### Personal Protective Equipment (PPE) Required

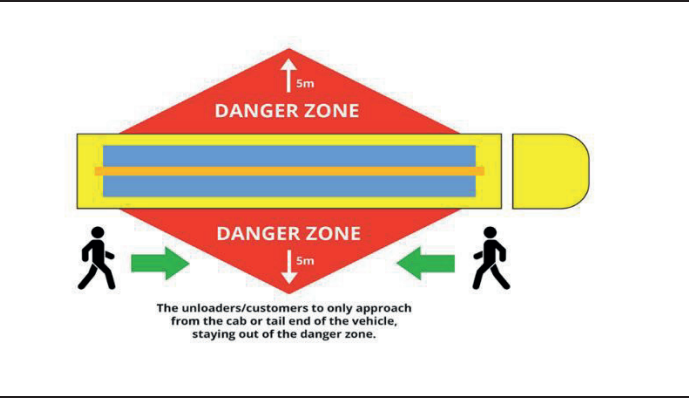
	<b>Head Protection</b>		<b>Hi Vis wear</b>		<b>Safety footwear</b>		<b>Hand protection</b> – gloves can be removed to untie/tie rope knots
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	<b>Weather</b>		<b>Manual Handling</b>		<b>Slip, Trip, Falls</b>		<b>Falling items</b>		<b>Falling items from above</b>
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1. The customer is responsible for providing an appropriate number of able-bodied Personnel for the unloading of all materials



2. The customer is responsible for the provision of sufficient labour to lift the product in accordance with the Manual Handling Operations Regulations 1992. The manual lifters **MUST NOT** lift and load beyond their lifting capacity.  
Do they understand the SSoW 18  
Are there minimum of 2 capable persons to unload  
Not unloading onto public highway  
If the above are not met, the driver will contact his manager for instruction of which may result in the load being returned to the manufacturer.



3. The driver will position the vehicle where possible to ensure that truss packs are leaning towards the centre bars and are secured in position, using; road camber, kerb, blocks under wheels.





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4. The manufacturer will supply truss packs secured to the trailer at two positions with 8 mm rope. Banded in packs (max 10 x 35mm/6x47mm) with yellow banding. You should familiarise yourself with which blue rope attaches which pack to the centre bars. Check each pack is roped separately



5. Once the load stability has been checked the driver will remove the transportation straps  
Unloading team must stand clear of the Lorry bed. Outside of the clear exclusion zone



6. Ensuring the blue rope is holding the outer pack the driver will cut the yellow banding to allow separation of the individual trusses.



7. If the driver has to mount vehicle, they must do so using agreed method of working at height safety equipment.



8. The driver will untie the blue rope then separate the 1st truss at the heel by hand or use of crowbar then replace the rope around the remaining trusses, repeating this process at the other end of the truss ensuring that, at all times, there is at least one rope securing the remaining trusses in the pack back to the centre bars.

9. The customer unload team will then off load the 1st truss repeating stage 8 until the remaining trusses are unloaded.

