



BRISTOL - CARDIFF - READING

Safe Use Instructions Trench Sheet Extractor

Suggested Safe Use Instructions for Trench Sheet Extractor

The method of equipment safe use described is only a suggestion, the ultimate safety and responsibility of using the ground protection equipment stays with the company and/or responsible persons using it.

Type	Types	WLL	Weight
Sheet Extractor	Threaded Pin	4.0 & 7.0 ton	12kg

Part 1

Inspection of the Sheet Extractor before use.

- (1) Immediately after the Sheet Extractor has been delivered make sure you are happy that it is in good working order, and you have a dated examination report of thorough examination. This exam report is to be kept safe by the competent person responsible for the safe use of the item.
- (2) Check the locking pin works correctly, the pin is straight and the thread doesn't pull out. Any damage to the pulling jaws or pin must be reported immediately. Do not use the Sheet Extractor if you consider it not safe to use. You will be charged for damage when it has been returned if there is any, as well as cleaning, if it is returned with excess mud, soil or dirt, on it.
- (3) The Sheet Extractor must be examined by a competent person every time, before it is used.

Depot contact numbers:

Bristol Depot: (0117) 982 8236
Cardiff Depot: (01443) 844713
Reading Depot: (0118 958 1078

Part 2

Using the Sheet Extractor

- (1) It is always best practice to use a suitable single leg drop chain with swivel locking hook to attach between the sheet extractor and the machine that is lifting it. It allows the sheet extractor to turn when pulling and lifting the trench sheets.

WARNING

Shock loads can be more than twice the static load, and can cause very serious damage to the chain you are using – which could also include the chain failing, causing death or serious injury to the operator and the people around the excavation.

- (2) The easiest way to attach the sheet extractor to the trench sheet, is to wind out the threaded pin before you offer it to the head of the trench sheet you are going to pull, put the extractor over the hole in the top of the sheet, lining up the pin with the hole at the end of the sheet, and the hole in the jaw of the sheet extractor, once it is lined up, put the threaded pin in and tighten the extractor up on the trench sheet. Do not start pulling until the locking pin is tightly fastened, and everyone is clear of the pulling area.
- (3) We recommend no one goes within ten meters of the pulling area.
- (4) Always beware of the soil cohesion on the trench sheet when pulling.
- (5) You are then ready to lift the trench sheet away and stack them in neat piles.
- (6) We supply two types of sheet extractor, a 4, and 7 tonne. Make sure you do not exceed the pulling strength of the extractor. The smaller one should be used on standard, L8 and KD4 piles, and the larger one on KD6 and larger piles.
- (7) You repeat this procedure for every other trench sheet you need to extract.

Part 3

Safety Information

- (1) The sheet extractor must only be used for pulling when the jaws are clamped tightly on the trench sheets.
It is NOT to be used for anything other than pulling.
- (2) When the trench sheets have been pulled from the excavation they can be lifted away using the sheet extractor as described.
- (3) It is always best practice to clean the sheets of any excess mud or soil before re-stacking them in piles of no more than 20no Standard – 15no KD4, and 10no KD6/SEI sheets.
- (4) Ensure the piles are put in a place where they can be easily reached by our collection staff.

The trench sheets will only be collected by our transport department if they are taken out of the ground, and stacked in manageable piles.

We would like to draw your attention to HSE legislation on safe lifting practices, and current working at height legislation.

If you or any of your staff require training on how to use the item described above safely, the contact details are provided below.

If you require any further technical information on our equipment, please contact:

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