



Portsmouth Naval Gliding Centre

Portsmouth Naval Gliding Centre, Middle Wallop Airfield, Middle Wallop, Stockbridge, S0208FB

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METHOD STATEMENT

Location:- Middle Wallop Airfield

Item:- Safety Guidance for driving Ground Handling Equipment
(prime movers for gliders, winch & trailers)

Date:- With effect from 1st July 2020

Description of the Works

The work involves the connecting of a prime mover vehicle to gliders, winch and trailer in order that they can be positioned on the airfield for gliding operations.

Method

1. Drivers are to manoeuvre the 'prime mover vehicle' to enable it to be hitched to the glider/winch or trailer.
2. During this process personnel should be clear of the reversing vehicle and not positioned between the prime mover and unit to be towed or unhitched. Once the prime mover has stopped it should be placed into neutral and brakes applied.
3. The driver (or assistants) should then attach/detach the towed unit to the prime mover ensuring that the nose weight is not excessive (eg. greater than 30lbs). Where the weight is likely to be greater, then a jockey wheel or stanchion should be used to reduce the risk of a manual handling injury.
4. The unit should be checked for correct connection (and locking device engaged if fitted).
5. The unit brakes/chocks (if fitted) should be disengaged and personnel are to be clear before the prime mover is cleared to move.

Control Measures

1. Driver training is mandatory.
2. Driver training and competency records are to be kept.
3. Only appropriate licence holders allowed to drive PNGC vehicles.
4. All equipment movements are to be authorised by the Duty Instructor
5. Prime movers on the Winch and Log Cabin are to remain attached at all times to avoid unnecessary connection /disconnection, lifting and other injuries.
6. Drivers to ensure other personnel are clear of the vehicle when reversing and manoeuvring.

Additional Information

1. Tractor Driving and Glider Retrieve Briefing risk assessments 2nd July 2020 available on the PNGC website at the Documentations.

Health and Safety & Associated Risks

Specific Hazards - Injuries to personnel
Damage to equipment

Hazardous Operations - Risk Assessments conducted for:-

- | | | |
|------|---------------------------------|-------|
| i) | Ground handling | (004) |
| ii) | Manual handling | (012) |
| iii) | Airfield Driving (Prime Movers) | (023) |

COSHH - No hazardous substances are involved in this operation

ENVIRONMENTAL - No environmental impact.