



# *Portsmouth Naval Gliding Centre*

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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 Winch Cable Retrieve Vehicle

Date:- With effect from 1<sup>st</sup> July 2020

### **Description of the Works**

The work involves the connecting of two winch cables from the SkyLaunch Winch and towing across the airfield to the Launchpoint.

### **Method**

1. Drivers are to manoeuvre the Retrieve Vehicle in front of the Winch Cab and clear of any cables on the ground. The vehicle is to be in a 'parked' configuration with handbrake applied.
2. The Winch Driver ensures that the cable drive system is disengaged and the 'tow-out brake applied ( to prevent over-run on the cable drums).
3. The Retrieve Driver connects the 'towing loop' to the tow bar and once the Winch Driver and/or other personnel are clear of the cable and drums, the retrieve vehicle can start to slowly move forward to take up the slack in the cable.
4. Once the cables are taught the retrieve vehicle should increase speed ( no greater than 20 mph) towards the launchpoint and in a straight line to avoid 'crossing' the cables.
5. When approaching the launch point t vehicle should slow down by reducing power and allowing the weight/drag of the cable to halt the vehicle. (NB do not use the brakes at this stage).
6. The Retrieve vehicle should now be reversed a few feet to take tension off the cables so that they can be safely removed.

## **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. Drivers to ensure other personnel are clear of the vehicle when reversing and manoeuvring.
6. The driver should not move forward again until he is signalled (or can observe) that personnel are clear of the cables.
7. The Retrieve vehicle should not drive directly towards gliders (in the event that the braking system fails).

## **Associated Documentation**

1. Winch Cable Retrieve Instruction Manual (Feb 2008) is available on the PNGC website at the CFI section of Documentation.

## **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) Winch driving (011)

**COSHH -** No hazardous substances are involved in this operation

**ENVIRONMENTAL -** No environmental impact.