

Tarping Station

Business Unit	Highland Pine Products	Area	Dry Mill Site 2 Pad
Permits	Forklift Licence / WAH Permit		
Additional PPE	FOOT PROTECTION MUST BE WORN EYE PROTECTION MUST BE WORN HEAD PROTECTION MUST BE WORN FALL ARREST EQUIPMENT MUST BE USED Extra Task PPE <ul style="list-style-type: none"> • Serviceable Two Way Radio • Visual inspection of harness 		
Hazards & Controls Risk Assessment Number: HP-S-DS-DFO-03-RA	Hazard		Control
			<ul style="list-style-type: none"> • Drive to speed limit - 15km • 3m exclusion zone is required • Be aware of pedestrians
			<ul style="list-style-type: none"> • Positive housekeeping – keep area clean • Exercise caution in adverse weather conditions i.e. fog, ice, rain, snow, storms, lightning & windy conditions
			<ul style="list-style-type: none"> • 3 point contact climbing in and climbing out of forklift and Truck • Seatbelts must be worn when operating mobile plant
		<ul style="list-style-type: none"> • Proper technique when lifting tarp to prevent back injury • Bend knees & use your legs to lift tarp 	
Tools & Materials	<ul style="list-style-type: none"> • Harness • Use a spotter 		



Tarping Station

Process

1. Pre-start

- 1.1 Ensure tarp is situated on top of the timber load- before reversing into Tarping Station
- 1.2 Park Truck between yellow painted lines at tarping station
- 1.3 Cable clip is to be secured to D-Shackle located on the Eastern End Pole
- 1.4 ★ Use pike pole to catch rope to return Cable clip to ground level to hook D Shackle



Western End Tarp Station

Tarp on top of the truck



D-Shackle attached to cable clip



Pike pole used to catch rope

Tarping Station

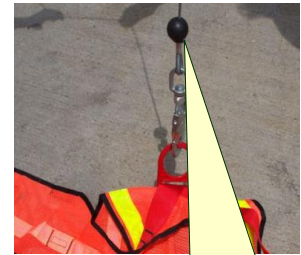
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2. Attaching Harness

- ⚠️ Park Truck , park brake must be applied - turn transmission off and ensure lowest gear is engaged
- 2.1 Proceed to Gate House 3 Security and collect harness (Fall Arrest PPE)
- 2.2 Instructions for High Anchorage Use are obtained at gate 3 security :
Instructions to secure a harness are shown on page 3 of 5 of this SOP
- 2.3 Perform a prestart (visual check) of Safety Harness
- 2.4 Lay harness on ground in a clear isolated area behind the Gantry
- 2.5 Place legs through left and right leg straps and pull harness up to waist
- 2.5 Put arms through left and right shoulder straps
- 2.6 Adjust harness strap to ensure comfortable fit
- 2.7 ★ Check all straps are flat to body and straps are not twisted
- 2.8 If harness straps are twisted remove harness and recommence fitting
- 2.9 Once harness is fitted correctly check all straps are secured.
- 2.10 Connect the D shackle to the back of the harness
- 2.11 Refer Page 5 of this sop **Fall Arrest Harness Fitting Instructions**
- 2.12 ★ Approved Anchor point for fall arrest is the Cable Clip. Do not let go of Cable prior to connecting to harness, as it will retract to overhead pulley.



Lay harness flat in a clear area. Place L & R Feet in correct straps



Connect D Shackle to Harness before climbing onto top of load



Pull the harness through legs and up to waist height

Connect and adjust waist strap to fit securely



Put Arms through the Left & Right shoulder straps



3. Stepping On Top Of Truck Using Ladder

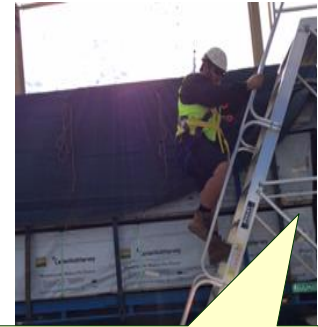
- 3.1 ⚠️ A spotter is required before climbing the ladder to access top of truck. Do not work alone – No Exceptions
- 3.2 With a spotter present , use 3 points of contact to climb ladder to access the tarp on top of the truck
- 3.3 ⚠️ Exercise caution in adverse weather conditions on top of the truck during tarping process.

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Spotter Watching



3 Points of contact =
2 Feet + 1 Hand or 2 Hands + 1 Foot



4. Rolling out Tarp

- 4.1  In adverse conditions ie. extreme wind or storm, Truck Driver is to cease applying and secure the tarp best as possible, and exit the load immediately and safely.
- 4.2 Roll tarp out in a front to back sequence
- 4.3   Remember **in** windy conditions , Spotter's assist Truck Driver's to anchor corner of tarp
 - 4.3.1 This will the ensure tarp can be secured to cover load without having to struggle in wind with a tarp when Working at Heights
- 4.4 Slowly walk on top of truck and ensure you pull enough cable out to bridge any gaps in load
- 4.5 To ensure ease of movement when rolling out tarp, trolley/tension pulley must move freely along the track above you
- 4.6 Spotter to watch trolley /tension pulley
- 4.7  If pulley fails, re- adjust cable and pulley, then recommence tarping load
- 4.8 Finish covering load with tarp

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5. Removing harness & prepare to leave site

- 5.1 Climb down ladder using 3 points of contact
- 5.2 Unclip retractable safety cable
- 5.3 Secure cable clip to cable hook and clip back onto D shackle
- 5.4  Harness to be removed only when both feet have made firm contact with ground level
- 5.5 Truck driver to remove harness
- 5.6 Truck Driver to secure tarp to truck
- 5.7 Truck tare weight is recorded at the weigh station at Gate House 3 Security on exit
- 5.8  Truck driver to hand harness back to Gate House 3 Security upon leaving site



Driver securing tarp

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FALL ARREST HARNESS FITTING INSTRUCTIONS

- 1 Hold the Dorsal 'D' attachment located above the triangular back panel. Ensure that the Fall Arrest Anchorage Point is to the outside



- 2 Fit the Harness over the shoulders and adjust the harness using the chest buckles, so that:-
 a) The confined space attachment loops are located at the top of the shoulders.
 b) The shoulder straps are ideally spaced at 220mm centre to centre, at the top of shoulders.



TO FIT WORK POSITIONING BELT. (Once harness is fitted correctly)
 To remove belt from harness simply reverse the following procedures

1. Thread the main part of strap between the side webbing of the harness.
 2. Thread the buckle of the work positioning belt through loop as indicated. This allows the belt to become captive within the harness yet flexible enough to enable the user to position the belt for maximum comfort.
- For the right hand side of the belt simply follow the procedure in opposite direction.



To adjust the buckles and tidy surplus webbing follow the procedure outlined in 4a, 4b and 4c.

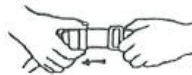
- 3 Attach chest strap



- a Couple chest strap buckle. Adjust to achieve comfortable tension



- b Tidy surplus webbing by sliding the blue slide to the end of the loose webbing



IMPORTANT: Do not over tighten the chest strap.

- 4 Fit Thigh Straps - left sirap to left buckle, right sirap to right buckle - DO NOT TWIST OR CROSS



- a Couple buckles on each thigh strap and waist belt if fitted



- b Adjust to suitable tension, by pulling on the free length of webbing



- c Tidy surplus webbing by sliding the blue slide to the end of the loose webbing



- 5 When standing upright, the harness should be firmly fitted and comfortable without undue pressure on chest, shoulders or pelvic area

