



Toolbox talk - 20



Safe Use of Inspection Pit

This toolbox talk is to highlight the safety issues and required Company Standards when working in and around vehicle inspection pits. To reduce open pit hazards for those moving around them or working beside them. This will be achieved by ensuring good housekeeping and maintenance of pit areas at all times.

Access to Lothian engineering departments is restricted to authorised personnel only at all times, especially in and around pit areas. The vehicle access doors should be kept closed where fitted. If doors are open a chain/barrier must be used as a physical deterrent otherwise they should only be left in the open position when vehicles are being moved on/off the pit.

When walking past exposed pits keep to the centre away from the edges. **Do not** cut corners at the ends of pit. **Do not** use pit jacks to cross pits. **Do not** use the rolling road to cross over the pit. Never straddle a pit under any circumstances. **Always use pit boards to cross.** If you require access to the front or rear of a bus, move the bus forward or back (using a banks man) so you can work on the solid surface surrounding the pit where practicable, ensuring there are no exposed pit edges.

Care must be taken with airlines and electrical cables around pit areas to ensure they do not create trip hazards. **Coil them up when not in use.**

Pit lights shall remain on at all times the pit area is accessible, if defective report immediately.

There **must** be at least one pit board per pit with a fixed or removable safety barrier to prevent a fall into a pit. If this barrier has been removed for vehicular access, it **must** be replaced prior to pit boards being used as a work platform to protect against falls from height.

Pit boards, pit grids etc. will **not** be used under any circumstances to support vehicles, heavy weights or as a support to jack from.

Pit stairs located to the front of the pits are the **only** acceptable method of entering/exiting any of the single vehicle pit. Where emergency escape ladders/stairs are fitted to the rear of a single vehicle pit, they are exactly what the name says and may only be used during an emergency, if it is safe to do so, and must never be used for general entering/exiting the pit.

Ensure any spillages are **immediately** cleaned up or reported to the supervisor.

When Manoeuvring vehicles on/off pits the following precautions must be taken:

1. Ensure the pit area is safe to manoeuvre the vehicle
2. Remove any potential trip hazards, e.g. Leads, cables and tools.
3. Carry out a visual check of the pit area ensuring:
 - There are no tools or equipment in the travel area of the bus
 - Remove any air hoses or leads
 - That no-one is working in the pit
 - That the pit jacks are down
 - That the handrails have been removed from the pit bridges
 - Make others aware of your intentions.

Ensure local exhaust ventilation systems are used at all times when buses are running as exhaust fumes will collect in the inspection pit.

Finally, all staff must ensure they clean up after themselves in and around inspection pits, tools, parts, equipment i.e. axle stands will be removed so as to ensure no one trips over them.

02 November 2018

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I have received instruction and understand the procedures to be followed within my workplace when using vehicle inspection pits.

I fully understand it is my responsibility to take reasonable care of myself and not to put other people at risk by what I do or don't do in the course of my work.

By signing this acknowledgement, you are confirming that you understand the content.

Employee to complete in block capitals

NAME: NUMBER:

LOCATION:JOB TITLE:

SIGN:DATE:

Copy to file