

*Your safety
comes first!*



This leaflet is available from all Pickerings Plant depots.

Telephone 0330 300 2345

Email sales@pickeringsplant.co.uk

for a depot near you

Download from

www.pickeringsplant.co.uk

Temporary Welfare and Accommodation Units

Important information - read this leaflet



This leaflet is a guide to the correct procedure and proper use of Pickerings Plant mobile, static and eco temporary accommodation units. This leaflet must be read thoroughly before starting work. It is not a substitute for a properly executed risk assessment.



Specific user instructions relative to a particular model of accommodation units are available from a Pickerings Plant depot – go to www.pickeringsplant.co.uk or telephone 0330 300 2345 to find a depot near you

- Smoking is not allowed in any of these temporary accommodation units
- Only use the temporary accommodation unit for the purpose it is designed. If you deem the unit to be inappropriate for your requirements, contact your nearest Pickerings Plant depot
- Always wear the appropriate personal protective equipment (PPE)
- Always comply with current legislation relating to the use of temporary accommodation units
- Always obey the safety signs and instruction displayed within the accommodation units
- Always ensure that you are fully conversant with the safe operation of the equipment installed within the accommodation units. In particular be aware of the shut-down procedures in the event of an emergency
- Never operate any of the equipment installed in the temporary accommodation unit under the influence of drugs or alcohol
- If taking prescribed medication, take advice from your doctor before operating any of the equipment installed in the temporary accommodation unit

Daily Checks

It is essential that the operator completes the following daily checks before using the temporary accommodation unit

- **Check** the condition of the structure, internally and externally, note any damage
- **Check** all internal fixtures and fittings, note any damage
- **Check** all electrical equipment, visually inspect all electrical cables and plugs quarantine any damaged items
- **Check** electrical items test dates. If any are out of date contact nearest Pickerings Plant depot for exchange or re-test
- **Check** that all safety signs are in their correct position and are clearly visible
- **Check** generator's oil and fuel levels, top up if necessary repeat every four hours
- **Check** door and window locks and handles, ensure free movement
- **Check** the plumbing and waste connections, note any leakage. Contact Pickerings Plant for waste collection
- **Check** the carbon monoxide detector, if there is any doubt about the correct function of the detector, seal off the unit and ensure no one enters. Immediately contact Pickering Plant for a replacement

Fuelling

- **No smoking** and no naked lights in the vicinity of the temporary accommodation unit
- **Always dispense the fuel in the open air** and not inside a building.. Avoid inhalation
- **Fuel should only be dispensed from approved containers.**
- **Do not dispense fuel directly from an approved container** - always use a pouring spout or funnel
- **If any clothing is splashed with fuel, change immediately.**
- **Spillages or leaks pose a number of hazards**, do not overfill a tank and make sure that the filler cap is securely in place and not leaking
- **Be aware that fuel can expand** and vapour can build up in hot weather. Do not fill to the top - leave sufficient capacity to allow for expansion
- **Approved containers should not be overfilled** and securely fastened during transit to prevent them falling over and leaking
- **Be aware that spillages on the road surface** can create slippery conditions that are a major hazard to other road users especially those on two wheels

Mobile Units - Towing and Parking

- **Before you tow** the mobile accommodation unit ensure that your current driving licence and insurance allows you to do so
- **Ensure that you observe** the correct procedure for attaching and removing the mobile accommodation unit from your vehicle
- **Observe the legal requirements** regarding lighting boards and the correct methods of connecting the board to your vehicle's tow hitch
- **Ensure that any safety devices**, such as a breakaway cable, fitted to the towing bar and ball hitch is securely attached, engaged and used correctly.
- **Always keep to the legal speed limit** for the road you are using
- **Your vehicle manufacturer will state the maximum towing limit** of your vehicle in the vehicle handbook. It is recommended that wherever possible the fuel is removed before towing the mobile accommodation unit
- **When reversing** the mobile accommodation unit get out of the vehicle and check that all is clear to the rear before making the manoeuvre
- **Periodically inspect** the condition of the tyres and check the tyre pressures regularly
- **You will need to be aware** that a vehicle when towing will take longer to stop accelerate and turn when compared to a vehicle on its own.
- **Ensure** that the accommodation unit is sited on firm level ground and apply the handbrake
- **When lowering** the accommodation unit ensure that nothing can be trapped underneath

All Accommodation Units

- **When siting the accommodation unit**, ensure that there is sufficient space around the unit to allow for servicing and maintenance
- **The ground for the accommodation unit** should be firm and level
- **Ensure that the jacklegs locking pins** are fully engaged
- **If the accommodation unit needs to be levelled**, use only wooden or metal supporting wedges
- **All electrical connections** should be completed by a suitably qualified person
- Contact your Pickerings Plant depot if earthing of the accommodation unit is required
- **Electricity is from the built-in generator** or a battery system. Ensure that neither system is overloaded. If an additional electricity supply is needed contact Pickerings Plant
- **Ensure that electric heaters are fully ventilated** – never cover them with clothes etc.
- **Opening doors and window in windy weather** is a potential hazard to bystanders. Be aware of your surroundings