

## LIFT INSTALLATION RESCUE RETRIEVAL



**This alert has been generated to ensure that all sites in Victoria are aware of the rescue requirements for the construction and maintenance of lifts.**

Before any installation work in a liftwell is carried out on site, there shall be established written rescue and recovery procedures with nominated responsibilities clearly defined.

A copy of such written procedures shall be kept on site, distributed to all relevant persons, and made available to all emergency services.

**Additional procedures should be set up for other emergencies and rescue situation.**

The minimum requirements of these written procedures shall take into account the following:

- (a) Where a person has had a fall and is **not injured** and is within safe and easy reach for recovery purposes, then:
  - (i) a safe method is established before commencement of any recovery operation;

**continued >**

- (ii) a safety harness is worn by the person performing the recovery procedure;
  - (iii) the anchorage point for retrieval shall be defined prior to works commencing; and
  - (iv) the safety harness is not connected to the same anchorage point as the harness of the person to be rescued.
- (b) Where a person supported by a safety harness in a fall is injured, or unconscious, and is within safe and easy reach for recovery purposes, then:
- (i) a first aid person ascertains the extent of the injury and whether it is safe to move the person before any recovery procedure is attempted; and
  - (ii) if it is considered safe to move the person, the minimum requirements in item (a) are taken into account before attempting any recovery operation.
- (c) Where a person is in a fall and **is not** within safe and easy reach for recovery purposes, then emergency rescue services must attempt to rescue the person.

## COMMUNICATION

To maintain a high level of safety for persons working on the lift installation, the following shall be considered:

- (a) minimum of 2 people in the shaft at all times to enable the rescue procedure to be initiated;
- (b) each employee in the lift shaft shall carry radios;
- (c) each employee is to carry keys for both lift cages and lift well doors;
- (d) emergency numbers and procedures should be included in the site instructions;
- (e) communication device(s) suitable for the particular site conditions should be selected;

- (f) the persons using such devices should agree on how the messages will be transmitted and received;
- (g) it should be ensured that no other group is using a system that would allow interference with the system in use;
- (h) the effectiveness of the system should be tested at the beginning of each day, as faults on the system or changes in the building structure may adversely affect good communication; and
- (i) there should be an appropriate audible device that operated when the lift is moving.

The persons responsible for contacting and liaising with recognized emergency rescue services, should include the following information when calling for assistance:

- (a) name of caller;
- (b) address of accident;
- (c) name of site;
- (d) access to site for emergency vehicles and equipment;
- (e) location of accident within site;
- (f) call-back number;
- (g) type of accident;
- (h) number of persons involved;
- (i) type of machinery involved; and
- (j) description and dimension of accident scene.

These details should be posted at suitable locations in the work area.

It is the recommendation of the ETU that the above provisions be in place prior to any productive work being undertaken on site.

Contact your designated Health & Safety representative, your local organiser, or David Tuddenham or Kris Gretgrix.