



## Removing a Lift-Off Personnel Door

### Identification of Hazards

- Manual handling – door weight is approximately 80 kilograms
- Traps and nips

### Personal Protective Equipment

- Hand protection – chemical gloves & dampening, grip gloves
- Safety footwear
- Safety glasses
- PPE as required by policy of the company and site

### Safe System of Work

- 1) This safe system of work has been produced as guidance only and it is advised that a competent person carries out an independent risk assessment and specific method statement in order to allow the completion of the task safely.
- 2) The operatives completing the task will require, as minimum, safety footwear with reinforced toe caps, an impact visor and dampening grip gloves to offer more purchase when lifting and handling the door.
- 3) The door weighs approximately 80 kilograms.
- 4) The door is designed to lift on and off and therefore no preparation work to the hinges is required. However, the hinges should be inspected prior to the commencement of work to ensure that they are not bent, twisted or damaged in a way that would inhibit the removal of the door. If faults or damage are found, remedial work to allow a straight lift off will be necessary before a safe lift can be undertaken.
- 5) Before commencing work the operatives should check the vicinity of the unit to ensure there is a safe level area close by onto which the door can be placed when removed. It is advisable to ensure that no distractions such as pedestrians, vehicles or other work activities are allowed close to the operation.
- 6) The door should be removed manually by 2 operatives with the door opened at 90° to the unit. One operative should stand at the outer edge of the door and the other at the inner face of the door to ensure the door stays in an upright position at all times during the lift. The door handle may be used to gain extra purchase if necessary.
- 7) With feet clear of the door, lift the door upwards approximately 20mm in one movement and the door will become free of the hinges after which it should be placed straight down onto the ground. The door can then be moved manually to a suitable storage location or laid down onto a pallet and moved with a mechanical aid.