

	<b>Health, Safety, Quality and Environmental Alert</b>	Alert number: 12-18	Document Reference: AMG/F/HSQE/001
	<b>Use of multiple trolleys being used on a worksite.</b>	Issue Date: 0805/18	Author: Steve Milroy

(To be posted on HSQE Notice Boards for a Period of 1 MONTH from date of issue)

### Pre-trolley checks

All trolleys must have a full visual check prior to use this must include

- Making sure the inspection/test tags are in date.
- You must ensure a full brake test has been completed.
- The operator has had the training to use the trolley.
- The operator has a red light if working at night.



### Keeping a safe distance when working with multiple trolleys on site.

During works that include the use of multiple trolleys on site you must ensure you maintain a safe distance from other trolleys, this allowing you to be able to stop in time if the other trolley stops suddenly.

In order to do this safely you must also ensure the trolley is not overloaded and the operator can clearly see in front at all time.

### What to do if your trolley become defective.

If you notice that your trolley has become defective you must stop straight away and report this to your works manager, as this will need to be recorded with the supplier and the trolley will need to go to the quarantine area so it can be marked as out of use and sent back for repair.