

GENERAL
Current health and safety legislation requires that construction equipment users formulate a site specific Safe System of Work (SSoW) to undertake the works they are proposing. This document is intended to provide sufficient product specific guidance on handling, installing, maintaining and removing MGF equipment to allow the SSoW to be compiled. It should always be read in conjunction with the product specific technical files and the site specific design information (including any residual risks to be managed on site) provided by MGF or others.

Users of this equipment should be both familiar with and competent in its use. MGF can provide toolbox talks and training material / advice on request.

MGF excavation systems can be supplied with a full range of site safety products and ancillaries. These products are designed to comply with current best practice and meet the requirements of the Lifting Operations & Lifting Equipment Regulations, Work at Height Regulations and the Confined Spaces Regulations.

For MGF contact details or further information visit www.mgf.ltd.uk

SAFETY TIPS

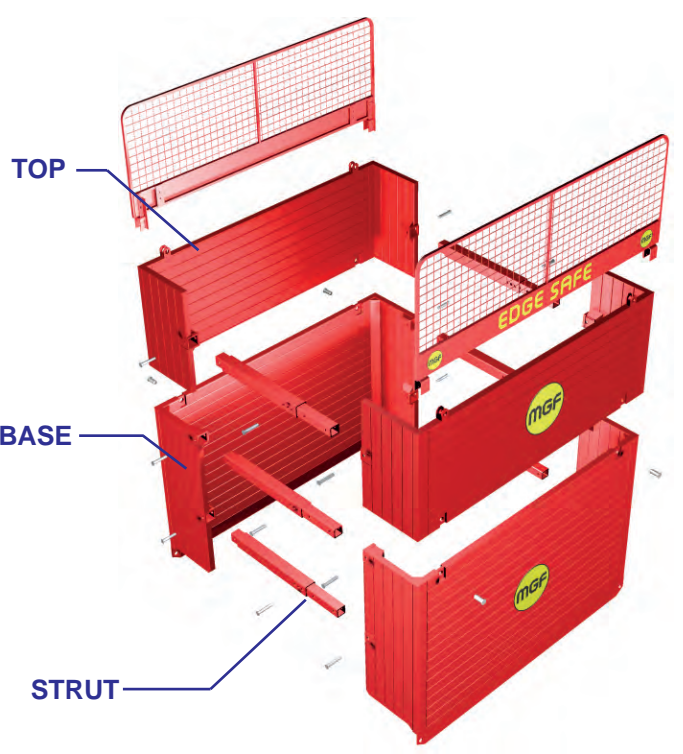
1. If used in very weak, problematic or saturated ground always ensure a site specific temporary works design is provided.
2. Always inspect lifting points prior to every lifting operation and ensure all personnel are well clear of operation.
3. Boxes should never be flown above the base of the excavation by more than 150mm (subject to a risk assessment).
4. Only access the box via a suitable secured ladder placed within the box. Never enter via the ends/faces of an unsupported excavation.
5. Always ensure all pins and retaining clips are correctly fitted prior to use.
6. If box becomes stuck in the ground only use designated extraction chains to release each corner at a time. N.B. Extraction loads of up to 50Te can be generated.
7. Do not allow personnel to enter the box whilst excavator is moving box.
8. Always ensure the box is evenly supported by the ground on opposite faces to avoid boxes becoming unstable.
9. Always work from a position of safety. Avoid working above on an unsupported edge, an unprotected edge or under a suspended load.
10. Very heavy equipment to be installed by competent groundwork contractors only.
11. Take care to avoid accidentally striking struts or using struts for lifting/moving the box.
12. Avoid standing on steel panels especially when wet.
13. Do not assemble panels on top of other panels or on sloping ground as they can potentially slide when attaching the top panel.
14. Warning! Assembled boxes do not have fully rigid connections and panels can tilt or rotate during assembly or handling. Do not rest ladders against panels.
15. Keep hands and fingers away from pinch points when making connections.

IF IN DOUBT ASK!

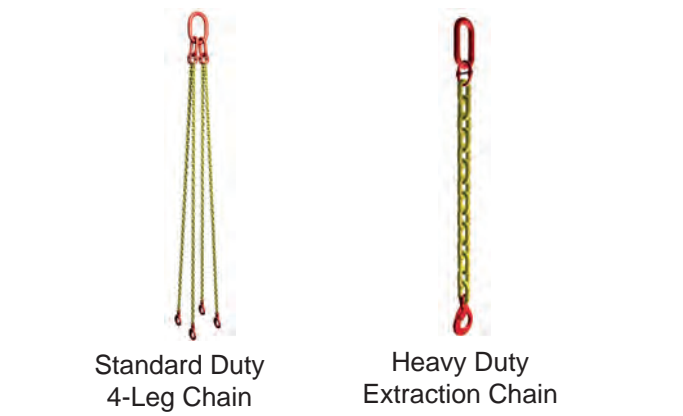
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Guidance for Safe Systems of Work: Manhole Boxes

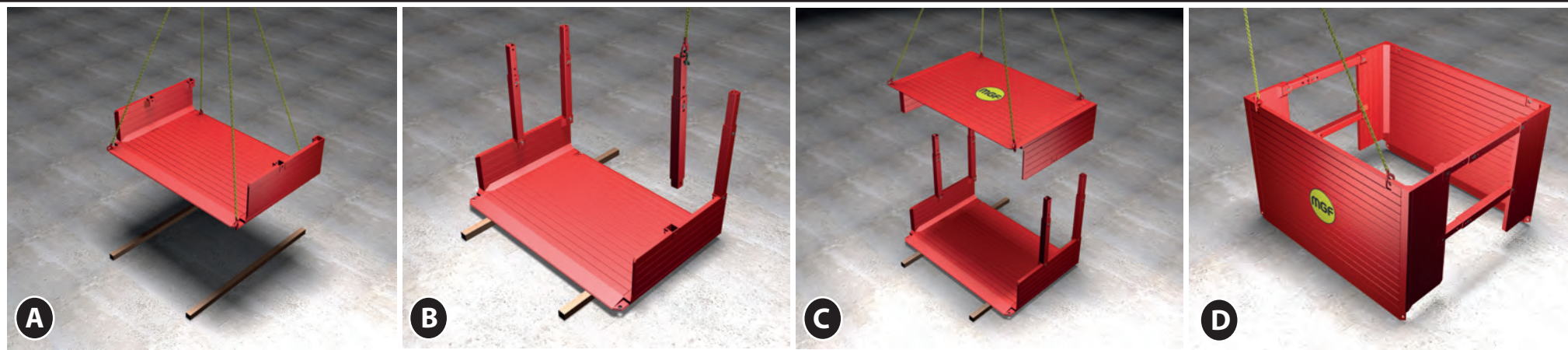
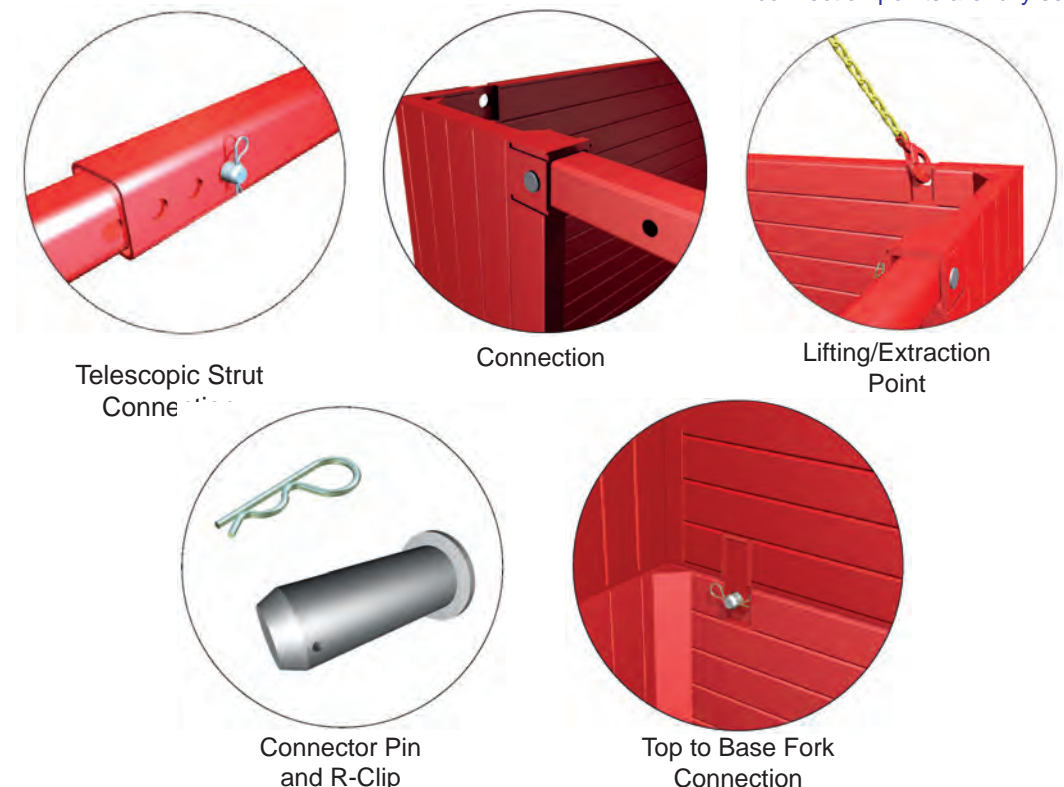
Drawing No. **GSSW/02.2A** Rev **A2**
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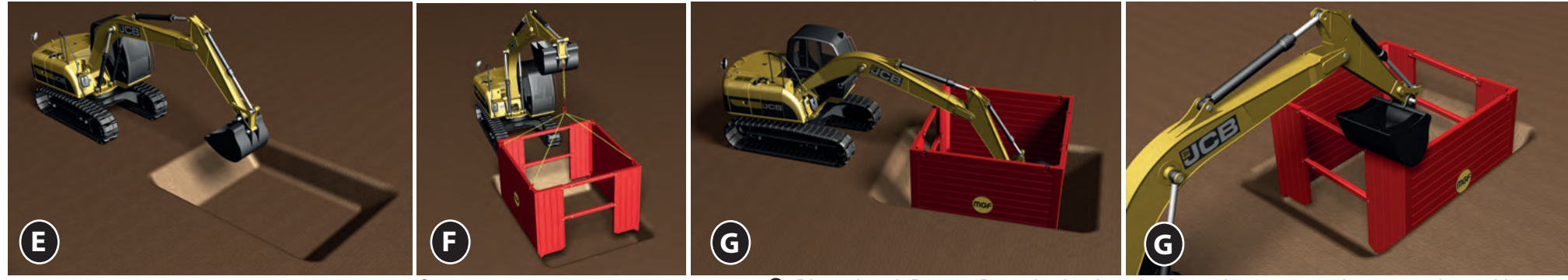
ASSEMBLY



ANCILLARIES



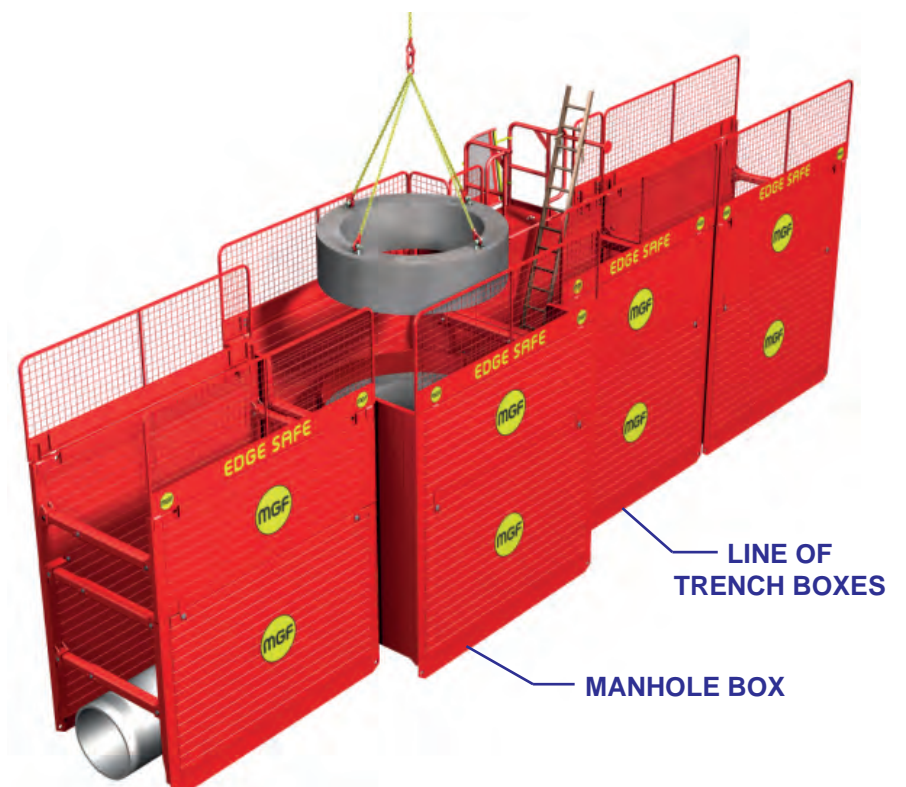
A Assemble by laying panels flat using MGF 4-leg chains provided
B Telescopic struts adjusted to required width and locked into position within panel pockets using pins and retaining clips provided. Keep hands/fingers away from connection and pinch points
C Second panel lowered onto struts and locked into position. Always lift the panel flat and locate all the struts within their pockets before attempting to install the pins
D Box lifted into vertical position for use



E Excavate to max 1.0m below ground level (if site conditions permit)
F Lower Base into excavation and release chains
G Dig and push Base to Base depth advancing in maximum 300mm increments by pushing each panel down using excavator bucket avoiding damage to lifting points or panel



H Lower Top onto Base and connect together to form single box ensuring all 4 top to base connection points are fully secured
I Dig and push assembled box to box depth / required depth. If additional top required repeat steps **H** to **I**
J On reaching final depth batter back open ends. Install MGF ladder and edge protection. NB. Endsafe panels or trench sheets can be used in lieu of a batter



Maintenance

- Prior to permitting entry always ensure:-
- Panels are installed plumb, square and level to each other
 - All components are fitted and show no signs of damage or distress
 - Safe means of access/egress is provided from within the box

Removal

Removal is a reverse of installation ensuring material is backfilled and compacted as extraction proceeds.