

Overview

This standard covers the activities required to prepare and use equipment and machinery safely and correctly, in accordance with the manufacturer's instructions, legal requirements and codes of practice.

The standard does not cover the maintenance of equipment and machinery, which is covered in LANCS25. It does cover the routine, day-to-day checks and actions required before and after use, which ensure that equipment and machinery continues to operate safely and effectively.

NB: this standard does not cover the use of tractors or powered vehicles.

When working with equipment and machinery you must be appropriately trained, and hold current certification, where required, in line with the relevant legislation.

Your work must conform to all relevant legislation and codes of practice, industry standards and guidance.

This standard is suitable for those who use equipment and machinery to carry out their work.

Links to other NOS:

LANCS25 Carry out routine maintenance of equipment and machinery

Performance criteria

You must be able to:

1. maintain the health and safety of yourself and others at all times, in accordance with the relevant legislation and codes of practice
2. assess the risks associated with the work area and the work to be carried out before starting work and throughout the activity, checking and confirming the findings of any existing risk assessments
3. confirm that relevant training and certification required to use the equipment or machinery has been completed in accordance with relevant legislation, manufacturers' instructions and organisational requirements
4. confirm that appropriate personal protective equipment (PPE) for the work to be carried out is worn at all times
5. select the correct equipment or machinery for the required activity
6. prepare the equipment or machinery by carrying out pre-use checks and actions in accordance with the relevant legislation, instructions and specifications
7. confirm that the equipment or machinery is safe and ready for use
8. use equipment or machinery, in accordance with the relevant legislation, instructions and specifications, while ensuring the safety of yourself and others
9. prevent the leakage of hazardous chemicals or substances when preparing and using equipment or machinery
10. where attachments are required, use them safely and correctly in accordance with manufacturers' instructions
11. stop and shut down equipment and machinery after use to maintain safety in accordance with instructions and specifications
12. check equipment or machinery after use and leave it in the correct condition for future use
13. where defects and faults are identified, ensure all users are aware that the machine is unsafe, follow quarantine procedure to take it out of service, record and date the issues and report them
14. maintain the security of equipment and machinery at all times and store it in accordance with organisational procedures
15. deal effectively with issues that arise within the scope and limitations of your responsibilities and report issues which cannot be resolved, in accordance with organisational procedures
16. complete and store all relevant documentation in accordance with the relevant

legal requirements and organisational procedures

Knowledge and understanding

You need to know and understand:

1. how to identify hazards and assess risks associated with the work area and the work to be carried out
2. the relevant health and safety procedures and Safe Systems of Work (SSoW)
3. the relevant legal requirements, licences, certification, codes of practice, training and organisation requirements for the use of the equipment and machinery
4. the tools, equipment and personal protective equipment (PPE) required for the work and how to select these in accordance with the relevant legal requirements, manufacturer's instructions, and organisational procedures
5. the legal requirements for checking and testing equipment and why it is important to maintain all equipment to a high standard
6. how to prepare equipment or machinery before use and the pre-use checks and actions required
7. the manufacturer's instructions for the operation of the equipment or machinery being used
8. the function of all the controls and instruments on the equipment and machinery being used
9. the capabilities and limitations of the equipment and machinery being used and factors that may affect its safety and efficiency
10. the hazardous chemicals or substances that may be present and ways to prevent leakage
11. the types of attachments, where required, that are safe for use with the equipment and machinery being used, how to fit these safely and correctly and how to set and calibrate them
12. how to operate and use relevant attachments safely
13. the types of hazards that may be encountered when operating the equipment and machinery being used and how these should be dealt with
14. the problems that may occur with the equipment or machinery being used, how to identify them, and the actions to take
15. the importance of carrying out routine checks on equipment and machinery, how to identify defects and faults and the actions to take
16. how to shut down the equipment and machinery after use
17. the post-use activities that need to be carried out to maintain equipment and machinery and ensure it is left in the correct condition for future use

18. how equipment and machinery should be stored and the importance of security
19. why it is important to maintain the safety and security of equipment and machinery at all times
20. the organisational procedures for recording and reporting equipment and machinery operation, including recording serial numbers

Glossary

Equipment and machinery could include:

- hand-held powered equipment
- pedestrian-controlled powered equipment
- fixed equipment

Hazardous chemicals or substances could include:

- fuels
- oils
- fluids
- gases
- dust
- compressed air

Instructions and specifications:

- drawings/plans
- schedules
- method statements
- Standard Operating Procedures (SOPs)
- manufacturer's instructions
- customer requirements
- verbal instructions

Organisational procedures refer to procedures set by the organisation you are employed by or the organisation that you are doing the work on behalf of (the client or customer)

Pre-use checks and actions could include:

- safety checks
- cleaning
- oiling/greasing
- checking and topping-up fluids
- sharpening
- adjusting
- charging

Safe System of Work (SSoW) – is a method of work that puts in place control measures arising from a risk assessment, in order to manage identified hazards, which are broken down into four elements: safe person; safe equipment; safe place; and safe practice.

[Links to other NOS](#)

LANCS25 Carry out maintenance and repair of equipment and machinery

Prepare and use equipment and machinery

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Originating Organisation Lantra

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Relevant Occupations Fruit and Vegetable Production Worker, Gardener, General Farm Worker, Greenkeeper, Groundsman, Nursery Worker, Park Ranger, Veterinary Para-Professional Activities, Arboriculture and forestry

Suite Agricultural Crop Production, Crofting and Smallholding, Horticulture, Livestock Production, Treework, Veterinary paraprofessional activities

Keywords mower; hedge cutter; strimmer; fertiliser distributor; chipper; welder; drill; lathe
