

OPERATIONAL EXCELLENCE

INSTRUCTIONS FOR THE SAFE USE OF: GAS BOTTLE RACKS

This document is issued in accordance with the requirements of DNV 2.7-1 and EN 12079 or ISO 10855. It outlines the care & safe use of **Gas Bottle Racks** & is based on the Oil & Gas UK “Best Practice for the Safe Packing & Handling of Cargo to & from Offshore Locations”. It should also be read in conjunction with the instructions for the safe use of Wire Rope Slings & safe use of Shackles.

This information is of a general nature only covering the main points for the safe use of Gas Bottle Racks. It may be necessary to supplement this information for specific operations.

ALWAYS

- Always ensure operators wear appropriate personal protective equipment (PPE), e.g. gloves, hard hat, safety glasses, & safety footwear.
- Always ensure operators are trained & competent.
- Always ensure dangerous goods are shipped in compliance with the requirements of the IMDG.
- Ensure gratings (if fitted) are secured to side panels.
- Ensure tie down points are in place & fit for purpose.
- Ensure the chain & carabiner (if fitted) are fit for purpose.
- Ensure the data plate is legible & demonstrates sufficient certification.

NEVER

- Never use equipment without carrying out a pre-use inspection.
- Never use equipment that has not been periodically inspected & certified.
- Never replace lifting sets without the approval of a competent person.
- Never use equipment out with its intended purpose.
- Ensure the safety, identification, & information markings are clear & legible.
- Ensure the lifting set is correctly fitted with shackles & split pins fully engaged.
- Ensure the lifting set is free of obvious signs of damage, e.g. abrasion, corrosion, wear, chemical attack, & mechanical damage.

PRE-USE INSPECTION

- Ensure doors function correctly with hinges & locking gear free moving & undamaged.
- Ensure loading ramps (if fitted) function correctly with hinge bolts & locking mechanism free moving & undamaged.
- Ensure securing devices (bar or ratchet) function correctly with hinges, cams, pins, etc. free moving & undamaged.
- Ensure the unit is on a level surface prior to opening the door.
- Open door & secure in the open position using tiebacks where applicable.
- Release ramp securing device & lower carefully.
- Load cylinders using a gas cylinder truck or trolley where possible.
- Ensure cylinders are stored vertically & are of equal diameter.

LOADING & OPERATION

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- Ensure the load is as central to the container as practically possible. Utilise both cylinder securing arms if necessary.
- Ensure the load is equally distributed & does not exceed the payload of the unit.
- Ensure any cylinders without valve protectors are capped.
- Engage cylinder securing arm device ensuring cylinders are adequately restrained & any locking pins are fully engaged.
- Raise ramp (if fitted) ensuring locking mechanism is fully engaged.
- Close door & secure, ensure locking gear is fully engaged. Engage handle in retainer, settle catch & install carabiner (if fitted).

MOVEMENT & TRANSPORT

- Ensure all signs & placards are in place & in compliance with the IMDG Code.
- Ensure roof, forklift pockets, frame, etc, are free of potential dropped objects.
- Ensure the total weight does not exceed the maximum gross weight of the unit.
- Ensure all lifting is performed using the forklift pockets or dedicated lifting set.
- Lifting must be carried out by competent persons in accordance with an appropriate lifting plan.
- Ensure the door is closed with locking gear fully engaged.
- Utilise tag lines when lifting as required.

MAINTENANCE & INSPECTION

Moving parts such as hinges, locking gear, shackles, etc, must be regularly lubricated to ensure free movement & combat corrosion.

Any surface damage must be regularly treated to combat corrosion.

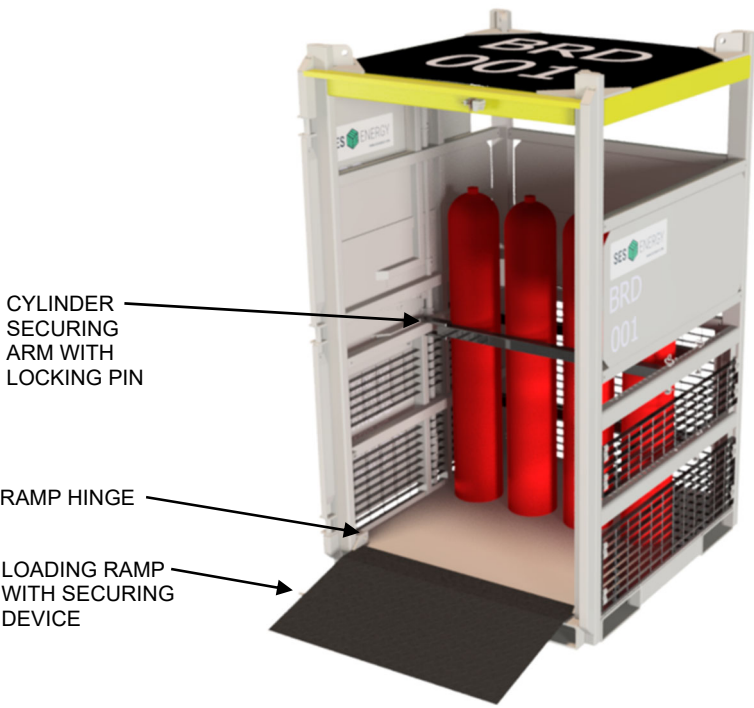
Lifting sets shall be subjected to as a minimum as per requirements:

- Visual examination of complete lifting set at intervals not exceeding 12 months.
 - Non-destructive examination including visual examination of components & joining links excluding legs at intervals not exceeding 48 months.
 - Visual examination of shackles & wire rope legs at intervals not exceeding 6 months.
 - Non-destructive examination, & visual examination of chain sling legs at intervals not exceeding 48 months.
- Units shall be subjected to as a minimum as per DNV 2.7-1 requirements:
- Visual examination at intervals not exceeding 12 months.
 - Non-destructive examination including visual examination at intervals not exceeding 48 months.
 - Proof load test, non-destructive examination & visual examination after substantial repair or alteration.

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Note. Design may not be wholly representative of the actual Gas Bottle Rack supplied.

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Revision.	C