

**Provider of Training for the
Management & Supervision of Lifting Operations**



James Baillie Training Ltd is an independent training provider specialising in Bespoke training in the safe management and planning of lifting operations, as well as a variety of Health and Safety topics. The courses provided are developed around the client's needs to ensure maximum gain for their company and employees. This in turn keeps the Client and employees` up-to-date with current day legislative needs, all at a fraction of the cost. Courses can be structured to include a wide variety of Lifting Equipment.

James is also an accredited CPCS Trainer / Tester in Appointed Person, Lift Supervisor, Slinger/ Signaller and Crane Operator as well as an Assessor in Vocational Qualifications . CPCS Training carried out on request, prices do differ and courses are required to be carried out on a CPCS Registered Site

James Baillie Training Ltd Scottish companies registered under Part 1 of the Companies Act
- Registered Number: SC384050. VAT Number: **142 6684 05**
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APPOINTED PERSON

Course Details:

Duration: 2, 3 or 4 consecutive days including 1

Day Technical Test covering both the

Theory and Practical test elements.

Cost: £400 per day, up to 8 Candidates.

Target Delegates:

This course is aimed at individuals who are required to plan safe systems of work using lifting equipment such as mobile cranes. It is recommended that prior to attending this course Individuals should have some basic experience of working with lifting equipment, especially mobile cranes.

Course Aim and Contents:

The aim of this course is to provide candidates with sufficient underpinning knowledge in order for them to understand the role and responsibility of the Appointed Person. Following successful completion of the course candidates will be able to identify and implement safe systems of work for basic and standard lifting operations including writing risk assessments and method statements.

Topics covered during this course include:

- • Legislation - LOLER, PUWER, HASAWA
- • Codes of practice - BS7121
- • Roles and responsibilities of Personnel Involved with lifting Operations including Selection and Competencies
- • Crane appreciation - crane types, Capabilities and Limitations
- • Duties charts
- • Crane terminology
- • Documentation and certification for Lifting Equipment and lifting Accessories
- • Crane stability/ground conditions
- • Safe Load Indicators (SLI) and Safe Working Loads (SWL)
- • Types of lifting accessories and safe use
- • Slinging techniques
- • Down rating of accessories
- • Sling angles and the affect on SWL
- • Methods of communication
- • Planning a lifting operation
- • Writing a risk assessment (test)
- • Writing a method statement (test)



CRANE SUPERVISOR

Course Details:

Duration: 2 or 3 consecutive days including 1 Day Technical Test covering both the Theory and Practical test elements.

Cost: £400 per day, up to 4 Candidates.

Client supplies a crane and area

Target Delegates:

This course is aimed at individuals who are required to supervise safe systems of work using lifting equipment such as mobile cranes. It is recommended that prior to attending this course individuals should have some basic experience of working with lifting equipment, especially mobile cranes.

Course Aim and Contents:

The aim of this course is to provide candidates with sufficient underpinning knowledge in order for them to understand the role and responsibility of the Crane Supervisor.

Following successful completion of the course candidates will be able to understand and follow safe systems of work for basic and standard lifting operations including risk assessments and method statements.

Topics covered during this course include:

- Legislation - LOLER, PUWER, HASAWA
- Codes of practice - BS7121
- Roles and responsibilities of Personnel Involved with Lifting Operations including Selection and Competencies
- Crane appreciation - crane types, Capabilities and Limitations
- Duties charts
- Crane terminology
- Documentation and certification for Lifting Equipment and lifting Accessories
- Crane stability/ground conditions
- Safe Load Indicators (SLI) and Safe Working Loads (SWL)
- Types of lifting accessories and safe use
- Slinging techniques
- Down rating of accessories
- Sling angles and the affect on SWL
- Methods of communication
- Proximity Hazards
- Preparing a lift site in accordance with the AP's safe system of work



SLINGER/ SIGNALLER

Course Details:

Duration: 1,2 or 3 consecutive days including Day Technical Test covering both the Theory and Practical test elements.

Cost: £400 per day, up to 4 Candidates.

Client supplies a crane and area

Target Delegates:

This course is aimed at individuals who are required to lift and position loads using lifting equipment such as mobile cranes. It is recommended that prior to attending this course individuals should have some basic experience of working with lifting equipment, especially mobile cranes.

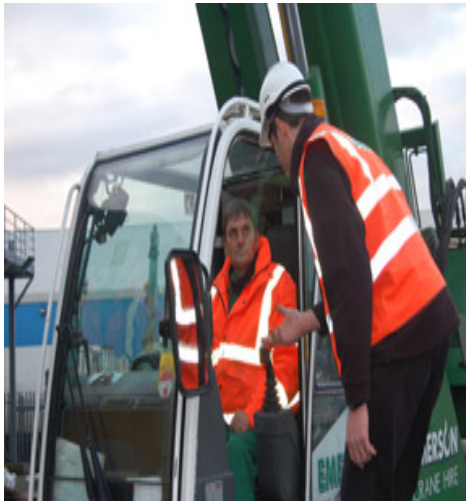
Course Aim and Contents:

The aim of this course is to provide candidates with sufficient underpinning knowledge in order for them to understand the role and responsibility of the Slinger/ Signaller.

Following successful completion of the course candidates will be able to verify accessory documentation and certification and attach accessories to different loads using various slinging techniques. Signal and transfer and position loads.

Topics covered during this course include:

- Legislation - LOLER, PUWER, HASAWA
- Codes of practice - BS7121
- Roles and responsibilities of personnel involved with lifting operations including selection and competencies
- Documentation and certification for lifting equipment and lifting accessories
- Types of accessories and safe use
- Slinging techniques
- Down rating of accessories
- Sling angles and the affect on SWL
- Methods of communication
- Establishing load weight and centre of gravity
- Proximity hazards
- Selecting and pre use inspection of lifting accessories
- Verifying documentation and certification
- Attaching accessories to different loads using various slinging techniques
- Signalling for the lifting, transferring and positioning of loads



MOBILE CRANE OPERATOR

Course Details:

Duration: 5 consecutive days including 1 Day Technical Test covering both the Theory and Practical test elements.

Cost: £400 per day, up to 2 Candidates.

Client supplies a crane and area

Target Delegates:

This course is aimed at individuals who are required to set up and operate cranes as per manufacturers and appointed persons instruction for the purpose of lifting loads. It is recommended that prior to attending this course Individuals should have some basic experience of working with lifting equipment, especially mobile cranes.

Course Aim and Contents:

The aim of this course is to provide candidates with sufficient underpinning knowledge in order for them to understand the role and responsibility of the Crane Operator.

Following successful completion of the course candidates will be able set up and operate a mobile crane to the manufacturers and appointed persons specifications to safely lift and position loads.

Topics covered during this Course include;

- Legislation - LOLER, PUWER, HASAWA
- Codes of practice - BS7121
- Roles and responsibilities of personnel involved with lifting operations including selection and competencies
- Documentation and certification for lifting equipment and lifting accessories
- Types of Mobile Crane
- Pre-use Inspection/ running checks
- Crane Terminology
- Crane configurations : site and road travel
- Duty charts/ Operators Manual
- Rated Capacity Indicators
- Steering system
- Braking systems (telma)
- Reeving
- Fly jib operations
- Methods of communication
- Proximity hazards
- Maintenance
- Method Statements
- Risk Assessments



OVERHEAD TRAVELING CRANE

Course Details:

Duration: 1 day split between theory and Practical.

Cost: £400 per day, up to 4 Candidates.

Client supplies OHTC and area

Target Delegates:

This course is aimed at individuals who use and are responsible for the safe use of overhead travelling cranes.

Course Aim and Contents:

The aim of this course is to provide candidates with sufficient underpinning knowledge in order for them to understand the role and responsibility of the overhead crane operator. A number of courses are available to meet the needs of individuals from floor controlled or cab controlled.

Following successful completion of these courses the candidate will be able to operate the OHTC as per manufacturer's Instructions by demonstrating an understanding of all controls of that particular model used in training. Have sufficient knowledge of lifting accessories and their proper application. Estimate various weights of loads and communication techniques.

Topics covered during this Course includes;

- Legislation - LOLER, PUWER, HASAWA
- Codes of practice – BS7121
- Roles and responsibilities of personnel involved with Lifting operations including selection and competencies
- Documentation and certification for lifting Equipment and lifting Accessories
- Types of OHTC
- OHTC Terminology
- Pre-use Inspection/ running checks
- Load Estimation/ Identification
- Load Centre of Gravity
- Planning Basic/ Standard Lifts
- Accessory selection
- Correct slinging
- Down rating and Angles
- Communication
- Method Statements
- Risk Assessments



COUNTERBALANCE FORKLIFT

Course Details:

Duration: 1 day refresher and 5 day basic.

Consists consecutive days including 1 Day Technical Test covering both the Theory and Practical test elements.

Cost: £400 per day, up to 4 Candidates.

Target Delegates:

This course is aimed at individuals who are required to operate forklifts as per manufacturers and company instruction for the purpose of lifting and transferring loads. It is recommended that prior to attending the refresher course the candidate has carried out basic training on a counter balance forklift

Course Aim and Contents:

The aim of this course is to provide candidates with sufficient underpinning knowledge in order for them to understand the role and responsibility of a forklift Operator. Following successful completion of the course candidates will be able carry out pre-use inspection or running checks. Understand stability issues, calculate load centres and de-rate as necessary. Safely start, manoeuvre the truck in open and confined spaces. Correctly pick up and place loads at various levels.

Topics covered during this Course includes;

- Legislation - LOLER, PUWER, HASAWA
- Codes of practice – HSG6
- Roles and responsibilities of personnel involved with forklift operations including selection and competencies
- Documentation and certification for lifting equipment and lifting attachments
- Types of Forklifts
- Pre-use Inspection/ running checks
- Forklift Terminology
- Forklift Stability
- Operators Safety Code
- Rating plates & SWL
- De-rating
- Types of Lift
- Manoeuvring
- Vehicle loading/ unloading
- Proximity hazards
- Maintenance
- Fuelling
- Battery Care
- Risk Assessments



LIFTING ACCESSORIES EXAMINER

Course Details:

Duration:	3 Days including 1 Day
	Technical Test covering both
	The Theory and Practical Test
Cost:	£400 per day, up to 8 Candidates

Target Delegates:

This course is aimed at users of lifting accessories and those involved in the inspection or statutory examination of lifting gear in service.

Course Aim and Contents:

The aim of this course is to provide candidates with the basic understanding of the law and standards pertaining lifting Accessories. To provide practical advice that will enable those who attend to carry out lifting accessories inspections confidently and teach the statutory requirements for inspection, rejection and reporting of accessories in-service.

Following successful completion of this course, candidates will be able to carry out in-service inspections, Demonstrate knowledge of examination and storage, marking and handling. Demonstrate knowledge of Law and standards and safe working practices.

Topics covered during this Course includes;

- Legislation - LOLER, PUWER, HASAWA, European Directives, Supply of Machinery Regulations
- Statutory Certificates & Reporting
- Principles for Selection of Lifting Gear
- Marking
- Storage & Handling
- In-Service Inspections
- Inspection – Explanation-Demonstration
- Force influences in lifting gear
- Videos
- Report Writing (6 monthly) as per Schedule 1 LOLER.



BASIC WORKING at HEIGHTS

Course Details:

Duration: 1/2 Day

Cost: £250 per course, up to 8 Candidates
£400 2 courses in 1 day.

Target Delegates:

This course is aimed at personnel who are required to wear safety harness's and lanyards or for working at height carrying out daily tasks from ladders or platforms.

Course Aim and Contents:

The aim of this course is to provide candidates with the basic understanding of legal and best practice requirements when using fall protection equipment and aware of their responsibilities.

Following successful completion of this course the candidate will understand hazard analysis and risk assessments with regards to working at height. Understand the need for rescue plans; recognise the importance of inspecting equipment.

Affect a detailed inspection of equipment.

Demonstrate an in depth understanding of types of fall protection systems and components used.

Topics covered during this Course includes;

- Legislation – WAHR, LOLER, PUWER, HASAWA,
- Statutory Certificates
- What is working at height?
- Legal requirements for complying with the updated Regulations.
- Causes of injuries and avoidance.
- Working at height planning
- Collective Fall Prevention
- Safety Harness's
- Types of Lanyards
- Selecting ladders.
- Inspecting ladders.
- Platforms
- Rescue Plans
- Pre use Inspections and Fault finding
- Practical demonstration.
- Control measures / Storage / Maintenance.