



Version 2 Published December 2019

Unloading of Glass - General Principles

Introduction

Unloading of glass is one of the most dangerous tasks undertaken; several fatalities have occurred.

General Work, Health And Safety (WHS) Considerations

- Workers trained in all tasks including but not limited to manual handling, glass handling, glass grabs and sucker use, dogman and crane use.
- Workers trained in hazard identification.
- New risk assessments undertaken for out of ordinary situations.
- Safe work method statements/JSA or similar in place and followed.
- Correct PPE to be used and maintained.

Safety Factors to Consider

- Licenced trained operators only to operate equipment (forklift, crane, dogman etc)
- All equipment must be suited to the task, including load capacities.
- Storage equipment to have correct angle.
- Load restraints (clamps, binders etc) only to be removed when safe to do so.
- All storage, unload areas should be free from slip/trip hazards.
- All vehicles should be guided into a safe unload position.
- Clear access and egress to load.
- All loads should be inspected for any damage or load shifts prior to unloading.
- Load and unload floor surface to be level and suited to withstand the load.
- Truck must remain level during unloading. Hydraulic ramps on truck or other methods may be required.
- Glass should be unloaded evenly.

Loose Glass Unloading

- Upon receipt of the load the recipient should read carefully any warning labels affixed to the packs of glass.
- Before the release of any clamp bars, arms, winches or other restraining equipment, the load must be stable for off-loading the glass from the vehicle.
- Glass packs delivered on a stillage may be unloaded by in-house crane.
- The type of storage rack selected obviously depends on the size of the glass to be held, the volume or number of sheets to be stacked, and the method of handling to and from the particular rack, eg mechanical handling devices may require a specific type of rack construction.
- Whilst unloading any loose glass in windy conditions any remaining glass must be secure.
- Once unloading has started, ensure that the safe angle or correct lean is maintained and that the driver does not move the vehicle until he has resecured the load.

Angle of Inclination for Glass Frames

- Jumbo A Frame 5°s - Free fall rack 3° from the vertical.

Un-loading Cases

- Check lifting points and case condition prior to the lift.
- Cases should be banded or suitably restrained individually to allow them to be withdrawn from the stack one at a time.
- Whilst unloading use appropriate restraints to retain remaining cases in position to prevent any movement due to wind, impact or other actions.
- Do not overload frames or racking.
- When unloading single cases, chocks must be used under them to give

the required angle & prevent forward movement of individual sheets or the case.

- Cases that can lean on an A-frame or other purpose designed racking that can support the material in a stable manner at a lean of 3°- 6° from vertical is commonly recommended.
- 5°-6° is recommended for transportable racks, pallets and stillages.

End-cap Unloading

- Check lifting points and end-cap condition prior to the lift.
- End-caps should be banded or suitably restrained individually to allow them to be withdrawn one at a time safely.
- When end caps are removed they must be placed on the floor on suitable racking or suitably restrained e.g. props.
- Whilst unloading glass from a single end-cap it should be placed on case or block supports set at 4°-5° lean.
- Care should be taken when removing metal banding from end-caps. Eye protection and gloves should be worn by the person cutting the banding and no one should be near enough to be struck by the strap whipping when cut.

Unloading On Site

- Floor loadings of the building or platform should be sufficient to take the weight.
- Access needs to be clear to allow a delivery vehicle entry to the site.
- Racking should be sufficient capacity to suit glass weight.
- Suitable means of handling should be available to unload glass from the truck to the racking area.
- Beware of any freak wind conditions on the site.
- Use suitable restraining methods when leaving glass unattended on site.