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Endorsed by  
WorkSafe NZ

# Good Practice Guidelines

for the safe operation  
and maintenance of  
truck and trailer  
mounted container  
cranes (Sideloaders)



**NZITSG**

**NZ INTERMODAL TRANSPORT SAFETY GROUP**  
Intermodal safety matters



# Foreword

These Good Practice Guidelines are published by the **New Zealand Intermodal Transport Safety Group** with the endorsement of **WorkSafe New Zealand** and have been prepared in collaboration with industry representatives and associations, OEM's (original equipment manufacturers) and training providers involved in the operation of Sideloaders.

The objective of the Good Practice Guide is to produce a range of information to support the industry and other connected stakeholders. The Guide will promote excellence in health and safety, increase industry and worker engagement. It offers a solution to the industry as it will provide guidance on the design, manufacture, supply, safe operation, training requirements, maintenance and inspection of side loaders.





# The Good Practice Guide is freely available from the below links:

[Transporting New Zealand  
National Road Carriers](#)

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# 1. Introduction

## 1.1 About these Guidelines

These guidelines offer practical advice on how to manage risks associated with using truck and/or trailer mounted container cranes (known as sideloaders).

It also offers advice on training requirements, maintenance, and inspection/certification procedures for the lifting equipment.

These guidelines are written for:

- PCBU's (Persons Conducting a Business or Undertaking) who manage an operation that involves the use of sideloaders
- PCBU's who allow the use of sideloaders on a work site they are responsible for
- Workers (operators) who use sideloaders
- PCBU's (and their workers) who maintain and certify sideloaders for use
- PCBU's who manufacture or supply sideloaders.

These guidelines apply to all dynamic and static work sites across all industries where sideloaders are being used.

Worksite examples include:

- Inward and outward goods loading and unloading zones
- Container handling facilities, including wharfs and adjacent areas
- Construction sites
- Transport yards
- Distribution centres.



In these guidelines, 'sideloader' refers to container lifting equipment that is mounted on trucks or heavy trailers.

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## 1.2 The Health and Safety at Work Act

The Health and Safety at Work Act 2015 (HSWA), sets out principles, duties and rights in relation to workplace health and safety.

### Primary duty of care

HSWA places a primary duty of care on PCBUs to ensure, so far as is reasonably practicable, the health and safety of workers. PCBUs must also ensure, so far as is reasonably practicable, that the safety of others (including members of the public) is not put at risk from work carried out as part of the conduct of the business or undertaking.

**Examples of what the primary duty of care covers (in relation to these guidelines) include, so far as is reasonably practicable:**

- providing and maintaining a work environment that is without risks to health and safety
- providing and maintaining safe plant and structures
- providing and maintaining safe systems of work
- ensuring the safe use, handling and storage of plant, structures and substances
- providing any information, training, instruction, or supervision that is necessary to protect all persons from risks to their health and safety arising from work carried out as part of the conduct of the business or undertaking.

PCBUs who manage or control a workplace must ensure, so far as is reasonably practicable, that the workplace is without risks to health and safety. PCBUs who manage or control a sideloader at a workplace must ensure, so far as is reasonably practicable, that the sideloader is without risks to the health and safety of any person.

### Upstream duties for PCBUs who design, manufacture, import or supply sideloaders

PCBUs who design, manufacture, import or supply plant, substances, or structures (such as sideloaders) have additional duties under HSWA. **They must, so far as is reasonably practicable:**

- make sure the sideloader does not create health and safety risks to the people that use it or carry out any other reasonably foreseeable activity (such as inspecting, cleaning, maintaining, or repairing it) or to those nearby
- make sure the sideloader has been tested so it is safe for use in a workplace
- give the following information to those who will be using the sideloader:
  - the sideloader's purpose
  - the results of calculations and tests (weight limits etc)
  - any conditions about how to safely use, handle, store, construct, inspect, clean, maintain, repair, or otherwise work near the sideloader.

These requirements apply across the sideloader's entire lifecycle - from manufacture and construction, through to everyday use, decommissioning and disposal.

All information (such as operating and service manuals) should be provided in a format that is clear and easy to understand by future users.

See the [WorkSafe website](#) for upstream duties.



# 1

## Working with other PCBUs

PCBUs who share the same duties related to the same matter must, so far as is reasonably practicable, communicate, consult, and coordinate activities with each other to identify and manage any risks. This is known as managing overlapping duties. This includes PCBUs working together to manage the risks associated with the loading/unloading of containers by sideloaders at a worksite.

PCBUs cannot push their own duties to manage risk onto another PBCU and they cannot contract out of their duties. However, PCBUs can enter into reasonable agreements with other PCBUs to jointly decide how the risks will be managed.

For example, it may be agreed that the owner of the work site where a sideloader will be operating will focus on control measures related to site traffic management. Meanwhile, the operator of the sideloader will focus on control measures related to the safe operation of the sideloader at the site. In these circumstances the PCBUs still retain the responsibility to meet their duties. The PCBUs should also monitor each other to ensure everyone is doing what they agreed.

## Worker engagement and participation

HSWA requires that PCBUs engage with their workers about health and safety issues likely to directly affect them. Workers must be given reasonable opportunities to participate in the ongoing improvement of health and safety of the PCBU they work for.

This includes when decisions are being made about how to manage health and safety risks associated with sideloaders. Workers can provide valuable insight into what the greatest risk areas are and the control measures that would be most effective in managing these risks.

For more information on worker engagement, participation and representation see [SiteSafe website for Worker Engagement, Participation and Representation Good Practice Guide](#).

## Worker duties

Workers also have duty of care for their own health and safety and must make sure their activities do not cause harm to themselves or others.

### They must:

- take reasonable care for their own health and safety
- take reasonable care that what they do, or do not do, does not adversely affect the health and safety of other persons
- comply, so far as they are reasonably able to, with any reasonable instruction given by the PCBU, so the PCBU can comply with HSWA and regulations
- cooperate with any reasonable workplace health and safety policy or procedure that has been notified to workers
- comply, so far as reasonably able, with any reasonable instruction given by the PCBU, so the PCBU can comply with HSWA and regulations.





1

### 1.3 Managing Risk - the hierarchy of control measures

Risks to health and safety arise from people being exposed to hazards (anything that can cause harm). Risk has two components – the likelihood that it will occur and the consequences (degree of harm) if it happens.

Under HSWA, risks to health and safety must be eliminated so far as is reasonably practicable. If a risk can't be eliminated, it must be minimised so far as is reasonably practicable.

The ways of controlling risks can be ranked from the highest level of protection and reliability to the lowest. This ranking is known as the hierarchy of control measures (see Figure 1). Using the hierarchy of control measures to manage risks will help to make sure that the most effective control measures are used first.

## Hierarchy of Controls

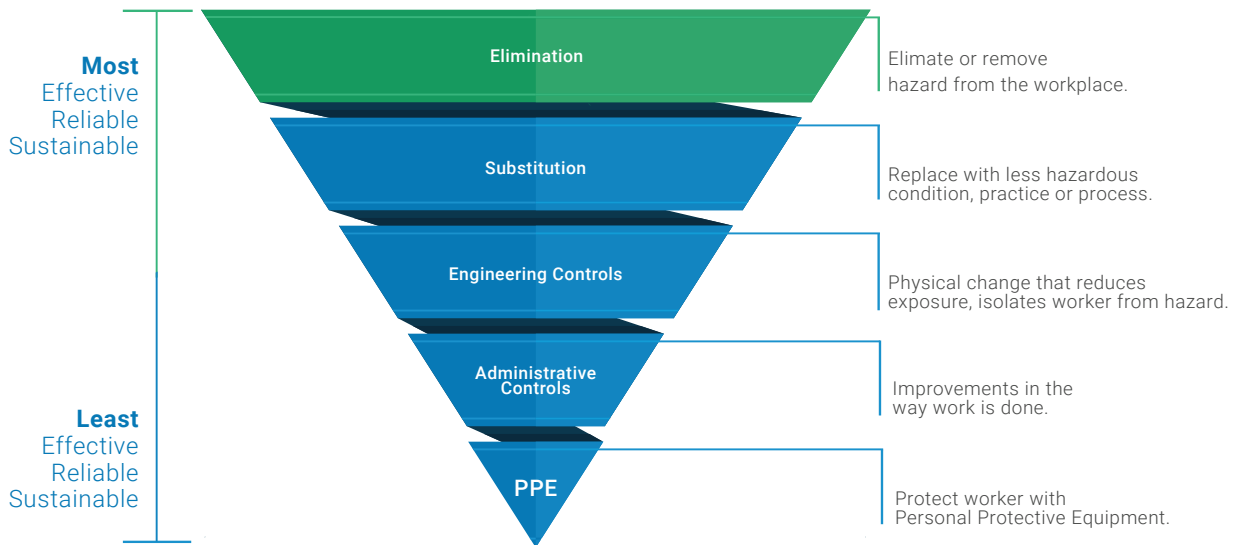


Figure 1: Hierarchy of control measures

## 2. Managing risks associated with using sideloaders

PCBUs must assess each operating situation to eliminate or minimise the risks and decide what controls are reasonably practicable and will be the most effective.

PCBUs should have standard operating procedures specific to the type(s) of sideloader(s) used. These should include things such as:

- how to operate the sideloader safely
- how to select a safe site
- how to do daily inspections and report any damage or faults.

This section is grouped into three main areas:

- safe people
- safe site
- safe sideloader.

### 2.1 Safe people

#### Training and information

Before operating a sideloader the PCBU must make sure the operator and any assistants receive training on the make/model of sideloader they will be operating. Keep training current.

Make sure operators are told of any modifications made to the sideloader that could impact the operation of the machine - including if this could impact safety.

Where an assistant is used, the operator should be satisfied that the assistant has been adequately trained in the role to maintain the safety of the operation.

See Section 3.0 Training requirements for more information.

#### Fitness to work

Operators and any assistants must be physically well enough on the day to operate the sideloader safely. Operators and assistants must not work with or near sideloaders if their ability to work safely is impaired (for example from fatigue, medication, or other substances that cause impairment).

#### Using an assistant

**When using an assistant, the operator should make sure that:**

- the assistant understands their assigned task before the operation begins
- the assistant has made eye contact, signalled completion of their task(s) and retreated to the operator zone before the operator starts using the sideloader (see Figure 3)
- they can see the assistant at all times while operating the sideloader.

#### Personal protective equipment (PPE)

Workers should be provided with PPE appropriate for working with or near sideloaders. PPE for container operations can include sunscreen, helmets, hi-viz vests, safety boots, gloves, eye and hearing protection.

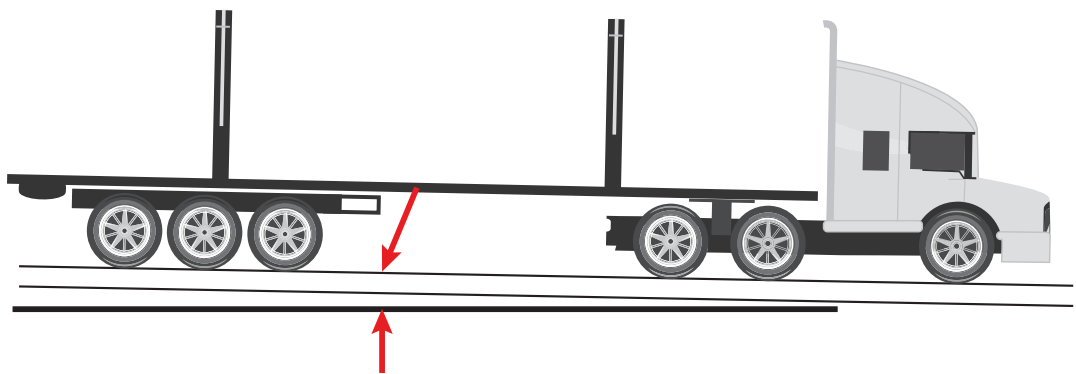
PPE is generally considered the last resort when protecting workers from harm. Risks to health and safety should be eliminated then minimised using other control measures before relying on PPE.

# 2

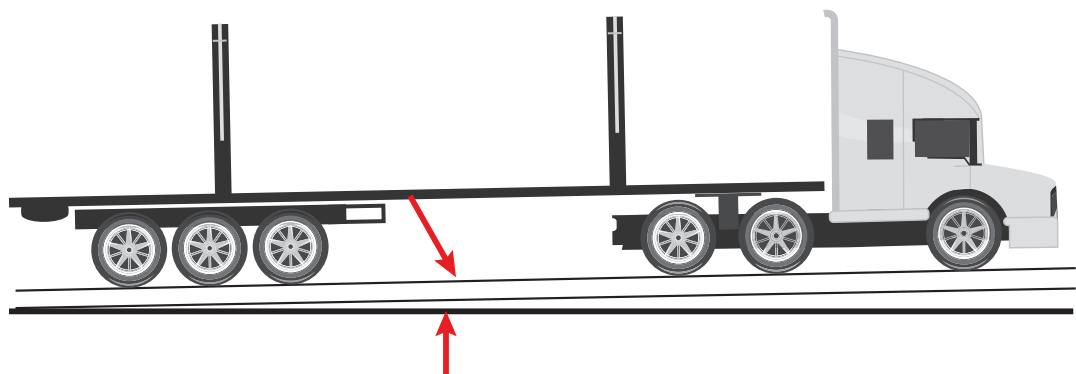
## 2.2 Safe site

### Check the site is level enough

Do not exceed manufacturer recommended safe limits for downhill or uphill slopes (see figures 2a and 2b) or lift slopes (see figure 2c). Do not use the siders if there is ANY slope towards the vehicle on the lift side (figure 2d).

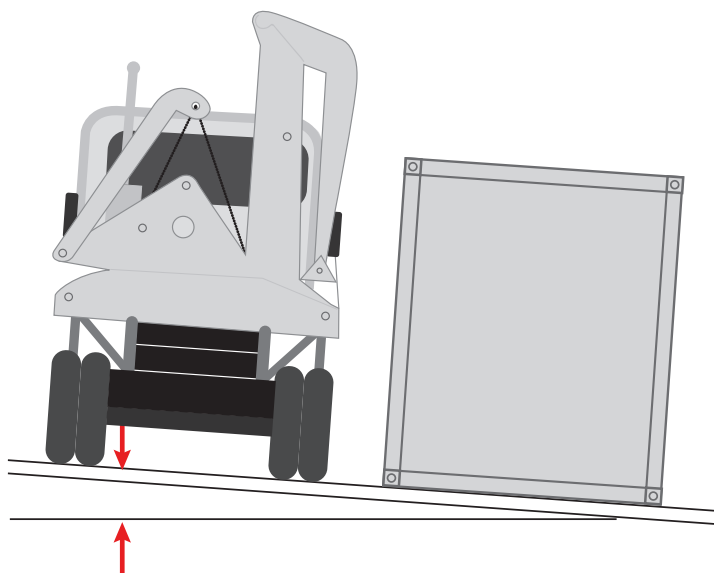


**Figure 2a:** Maximum downhill slope (longitudinal inclination of the chassis varies between manufacture) should not exceed the original equipment manufacturers operating recommendations.

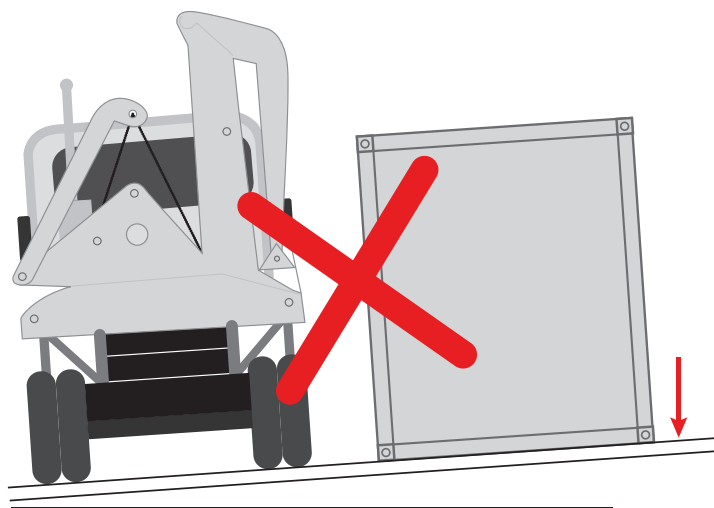


**Figure 2b:** Maximum uphill slope (longitudinal inclination of the chassis varies between manufacture) and should not exceed the original equipment manufacturers operating recommendations.

2



**Figure 2c:** Maximum lift side slope (transverse inclination of the chassis varies between manufacture) and should not exceed the original equipment manufacturers operating recommendations.



**Figure 2d:** Maximum lift side up slope 0°



# 2

## Check the ground is stable

Check that the ground where the sideloader will be operating is stable and compact enough to keep the sideloader stable when in operation. This is especially important for off-road sites and any non-paved surface. Put pads under the stabiliser legs if needed to spread the weight of the legs across the ground.

## Check for overhead obstructions

Check that the surrounding area is free of any obstructions, including overhead obstructions such as power lines or tree branches that could impede safe operation.

The sideloader must remain a safe distance from overhead electric lines in accordance with NZECP34. For more information see Section 7.0 Managing the risk of operating mobile plant near an overhead line from [WorkSafe's Guidance: Working near low voltage overhead electric lines](#).

## Create an exclusion zone

Set an exclusion zone around the vehicle and loading/unloading area to keep those not directly involved in the operation at a safe distance.

Make sure no-one is within 5 metres of either side of the vehicle during lifting. The operator and any assistant should remain at either the front or back of the vehicle while lifting is taking place (the operator zone) See Figure 3.

## Use safe reversing practices

Reversing to and from the site should be avoided. If this is not possible, follow the [WorkSafe Quick Guide for safe reversing and spotting practices](#).

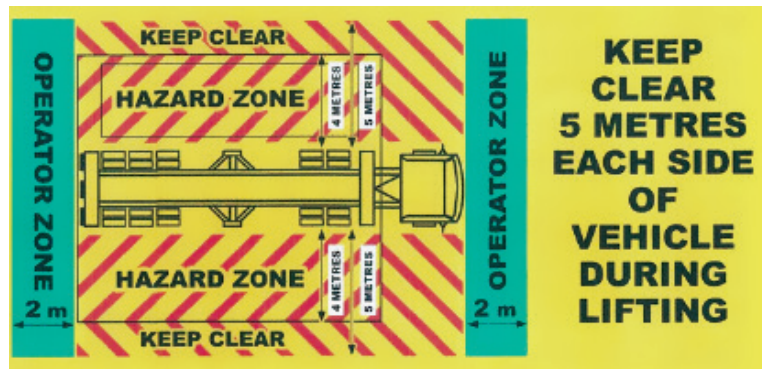


Figure 3: Sideloader operational exclusion zone.

# 2

## 2.3 Safe sideloader

**Before and immediately after use, a sideloader should be inspected to ensure it remains safe to use. The load to be lifted or transported should be checked as well. Check that the weight of the load will not exceed the working load limit of the lifting equipment.**

**Always make sure the vehicle's parking brakes have been applied before leaving the vehicle cab.**

### Purchasing sideloaders

When purchasing or replacing a sideloader, PCBUs should choose a sideloader with the latest safety features – such as choosing a sideloader with a wireless remote option rather than just truck mounted controls. PCBUs should make sure they are provided with all the information from the supplier that is needed to safely operate and maintain the sideloader.

Care should be taken when purchasing second-hand sideloaders that they are free from all defects and come with a complete maintenance and service history.

### Pre-use inspection

**PCBUs should carry out a pre-use check of the sideloader at the same time as the pre-use check of the truck/trailer. Areas that a pre-use check should cover include (but are not limited to):**

- the engine and coolant fluids (top-up if required, and note and report anomalies)
- the engine battery
- the hydraulic system for oil level and leaks - (top-up if required, and note and report anomalies)
- mechanical components (visual check for signs of damage, cracking or unusual marks such as rubbing or distortion)
- lifting equipment for serviceability (paying particular attention to the lifting chains to ensure they are not damaged, and each chain has the required certification tag attached)
- any outstanding maintenance issues.

A functional test should also be carried out, under controlled conditions and with no load, to prove all controls and safety interlocks are operational and functioning correctly.

If anything does not look right or does not seem to operate correctly, do not use the sideloader until it has been checked and declared safe to use by a suitably qualified person. See Appendix 2 for an example checklist.

### Lifting Chains

When fitting the lifting chains to the container, the chains should be attached to the ends of the container not the sides. See figure 4.

All lifting chains should be inspected annually by a qualified person and a certification tag attached to each. Do not use lifting chains unless they have a valid certification tag attached. See Figure 5.

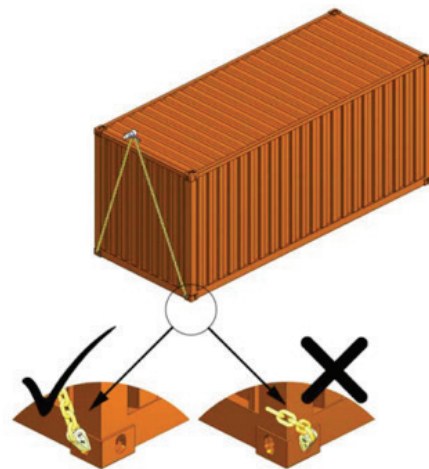


Figure 4: Fitting chains to the container.

2

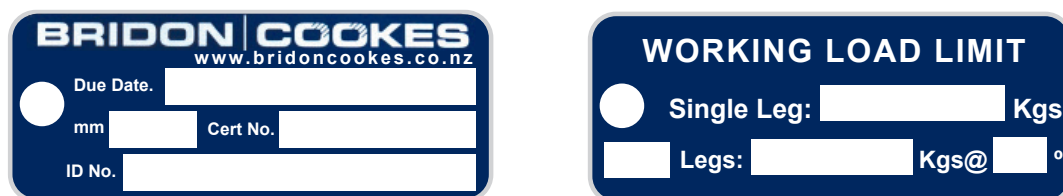


Figure 5: Chain certification plates (both sides)

### Post-use inspection

Stow the siders in the travel position as recommended by the manufacturer.

#### Walk around the siders and check:

- the hydraulic system for leaks and oil level
- that mechanical components, including chains, are undamaged
- that all safety interlocks are working
- that all chains are disconnected from the container
- that all twist locks are closed and locked into place at each corner of the container (see Figure 6).

Before leaving the site, check that the container and any equipment are secured to meet the minimum requirements for load security as shown in the [NZTA Truck Loading Code](#).

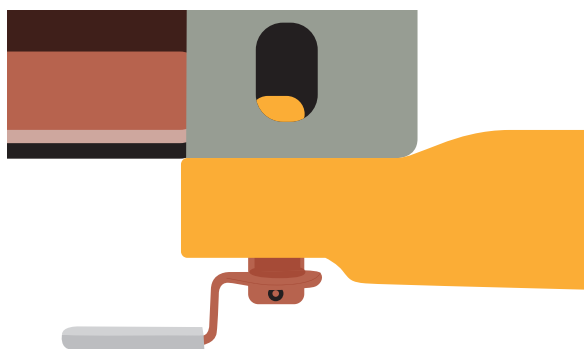


Figure 6: Chains unhooked and twistlock engaged.

## 3. Training Requirements

**Any person who operates or maintains a sideloader must be trained for the work they do.**

**Operator training can be divided into two separate components:**

- general training that covers the principles of a sideloader and its operation
- training which is specific to a particular make/model of sideloader.

### 3.1 General training

**General training should include being able to describe and understand:**

**These guidelines are written for:**

- the types of sideloaders, their common parts and purpose
- the safety aspects of operating a sideloader including hydraulic system failures
- how to interpret sideloader load lift charts and the impact of these on safe lifting operations
- the selection of a suitable and safe site for sideloader operations
- the safe distance requirements for operating near overhead electric lines
- the establishment of exclusion zones around an operating sideloader and how to maintain these during sideloader operations
- pre and post-use inspection of a sideloader (see section 2.3 Safe sideloader)
- how to safely lift a container from the ground and place it correctly on the vehicle
- prioritising using a remote rather than truck mounted controls to operate the sideloader
- how to stow a sideloader when the lifting operation is complete
- the checks required on a container before travel
- the safe procedure for lifting a container off a vehicle and onto the ground
- the safe procedure for transferring a container from vehicle to vehicle
- the actions to be taken when a fault in a sideloader is identified.

**Trainees should be able to demonstrate:**

- how to establish a safe operating site
- the pre and post-use inspection of a sideloader, see section 2.3 Safe machinery
- how to safely lift a container from the ground and place it correctly on the vehicle
- how to stow a sideloader when the lifting operation is complete
- the checks required on a container before travel
- the safe procedure for lifting a container off a vehicle and onto the ground
- the safe procedure for transferring a container from vehicle to vehicle.

#### Unit Standard 17679

If a worker obtains qualification to Unit Standard 17679, this means that the worker is considered competent with regards to the general sideloader training requirements. However the PCBU must still make sure that their workers are competent in the use of the specific machines they will be operating.

See the [NZQA website – 1769](#) on how to operate a truck mounted sideloader.





# 3

## 3.2 Specific training

All workers who operate sideloaders should also be trained in the safe operation of the make/model of sideloader they are operating, including on the use of the specific pendant or wireless remote-control unit for that sideloader. Workers should be trained in the operation of specific sideloaders using the manufacturer's operations manual for the specific model.

## 3.3 Servicing and maintenance training

All workers who service and maintain a sideloader should be appropriately trained and follow the sideloader manufacturer's service and maintenance recommendations as specified in the relevant operating manuals (see [Section 4.0 for more information](#)).

## 3.4 The role of training providers

Training providers should have the appropriate knowledge and skills to deliver the required training and be able to provide documentation confirming this.

**After the training has been delivered, trainers should:**

- be confident that workers are competent to carry out the work
- provide evidence to the PCBU that training has been carried out as agreed.

## 3.5 Record keeping

All training received by workers in the operation, servicing and maintenance of a sideloader should be recorded. This information should be kept with the worker's personnel records.

These records should be reviewed annually to ensure workers' training is current.



## 4. Maintenance/ Servicing, and inspections/certification

PCBUs should make sure sideloaders are serviced at intervals specified by the manufacturer to ensure they remain in a safe condition for operation. Services and inspections/certification may be done at the same time by the same person.

### 4.1 Regular maintenance

PCBUs who own or operate sideloaders are responsible for ensuring they are maintained in a safe and compliant condition. This includes:

- ensuring that any repairs or maintenance are done by a suitably qualified person
- making sure manufacturers' recommendations for repairs and maintenance are followed
- keeping complete records of all repairs and maintenance – logged against the sideloader's serial number or other unique identifier
- ensuring that any components of the sideloader, and anything fitted or connected to it, including lifting chains, are without risks to health and safety at all times.

### 4.2 Annual inspections and certification

Sideloaders should be inspected and certified annually or after 500 hours of use, whichever comes first. Note that where the equipment is not fitted with an hour meter the service and certification should be carried out annually.

Sideloaders should also be re-certified after undergoing any maintenance or repair of any structural or safety critical component.

Inspections should be carried out by a suitably qualified person. PCBUs should check with the OEM (original equipment manufacturer) for a list of approved inspectors/certifiers for their particular make/model of sideloader. [See Section 4.3 below for more information.](#)

Sideloaders must not be used if they do not hold a current certification.

### 4.3 The role of sideloader inspector/certifiers

Approved sideloader inspectors/certifiers can do the following:

- conduct annual or 500 hour inspections
- check sideloaders after any maintenance or repair of structural or safety critical components and:
  - identify non-conformances with the equipment and detail any repairs to be carried out
  - reinspect and certify that a sideloader is safe to operate after any work has been done.

# 4

**All inspections should be carried out according to the OEM's recommendations. When doing an inspection, in addition to OEM recommendations, the inspector should:**

- review previous maintenance records and any operational faults that have been reported
- do a full visual inspection of all mechanical components
- check the hydraulic system, including pipes and hoses for any leaks, chafing or damage
- check that all hydraulic equipment can be cycled through its full range without any noticeable deterioration in operation or unusual sounds
- check that all controls including any linkages are working correctly and are undamaged
- check that all warning signs, safety notices and specification notices are intact and legible
- confirm that all operating tolerances are within the manufacturer's safe working recommendations
- check that required certifications such as chain certifications are current
- complete all repair and maintenance records in the sideloader's maintenance record
- check chains fitted are within the current certification. Make sure chains have a current certification within 12 months.

Inspectors/certifiers should carry suitable professional indemnity and public liability insurance as required by the OEM.

## Inspector/certifier training and OEM appointments

Inspectors/certifiers should receive training and be appointed by the OEM of the model of sideloader they will be inspecting or certifying.

An inspector/certifier may hold appointments from more than one OEM.

An inspector/certifier should only inspect and certify equipment that they have an OEM appointment for.

## Record keeping and certification labels

The inspector/certifier should keep a record of each inspection/certification for five years.

After certifying a sideloader, the inspector/certifier should produce a Certificate of Inspection Label confirming that the equipment is within safe tolerances of the original equipment (OE) and is safe to operate. They should also advise the OEM of the date and serial number of the equipment that has been successfully inspected and certified.

The Certificate of Inspection Label should be attached to the equipment in a visible location and be indelibly marked with:

- Equipment serial number
- Inspector name and ID
- Unique certification number
- Expiry date
- Expiry hour meter reading (if fitted)

See Appendix 3 for an example.

## 4.4 The role of OEMs

OEMs should appoint appropriately trained certifiers who can inspect and certify their sideloaders.

OEMs should provide proof of appointment in a letter of appointment which includes the inspector/certifier's ID number.

OEMs should have a publicly available list of appointed inspectors/certifiers so sideloader operators can identify the relevant inspector/certifier in their area.

Each OEM should carry out regular reviews and provide training updates for their appointed inspectors/certifiers to ensure they are trained in all new and existing models and have maintained their skills and knowledge.

OEMs may audit appointed inspectors/certifiers according to the terms set out in the letter of appointment.



## 5. Further information

### 5.1 Guidance

**WorkSafe** – [Managing work site traffic: Good practice guidelines](#)

**WorkSafe** – [Introduction to Health and Safety at Work Act 2015 – Special guide](#)

**WorkSafe** – [Overlapping Duties](#)

**WorkSafe** – [Worker Engagement, Participation and Representation Good Practice Guide](#)

**WorkSafe** – [Working near low voltage overhead electric lines](#)

**Waka Kotahi** – [New Zealand truck loading code](#)

### 5.2 Legislation

**Primary Duty of Care:** [Section 36 of the Health and Safety Act 2015](#)

**Reasonably Practical:** [Section 22 of the Health and Safety at Work Act 2015](#)

[Health and Safety at Work Act 2015 \(HSWA\)](#)



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## 6. Appendices

Appendix 1 – Glossary

Appendix 2 – Operator Daily Sideloader Checklist

Appendix 3 – Certificate of Inspection

6

## Appendix 1 – Glossary

<b>Compliance/Compliant</b>	Meeting the statutory or regulatory requirements in relation to the equipment and its operation.
<b>Control Measure</b>	A way to eliminate or minimise the health and safety risk associated with a particular task or action.
<b>Dynamic Site</b>	A worksite where the layout can alter from time to time, for example, a construction site.
<b>Exclusion zone</b>	An area that's set aside or designated for a particular activity or task, such as unloading a container from a trailer onto the ground. Only authorised people should enter the exclusion zone.
<b>Hazard</b>	Anything that can cause harm. A hazard can include an object, situation, or a behaviour.
<b>HSWA</b>	The Health and Safety at Work Act 2015. The key piece of health and safety legislation in New Zealand. <a href="#">Health and Safety at Work Act 2015 (HSWA)</a> .
<b>Inspector</b>	Someone who is suitably qualified and appointed to assess sideloader equipment and to determine whether the sideloader remains within safe tolerance of OE and meets all current statutory, operational and safety requirements. Could include but is not limited to; the OEM, an OEM trained and qualified inspector or a suitably trained and qualified inspector working for a recognised inspection body and appointed by the OEM.
<b>ISO container</b>	A container built to International Standards Organisation standards. They can be either 20 foot (6.10 metres) or 40 foot (12.19 metres) in length. Standard width is 8 feet (2.44 metres). Sometimes referred to as a box or shipping container.
<b>Maintainer</b>	The person or entity tasked with maintaining the equipment within safe tolerance of OE.
<b>NZISG</b>	New Zealand Intermodal Safety Group.
<b>OE</b>	Original Equipment, the equipment or components fitted to the equipment when it was manufactured.
<b>OEM</b>	Original Equipment Manufacturer, the organisation responsible for the manufacture of a piece of equipment.
<b>Operate</b>	To use a sideloader on a work site, or to cause or permit the sideloader to be used on a work site.



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<b>Operator</b>	Has two meanings; Can be the PCBU that manages or controls the sideloader. Can also be the worker operating the sideloader.
<b>Operating Manual</b>	A manual published by the original manufacturer of the sideloader and supplied to each purchaser. The manual will include specifications, safe operating procedures and maintenance requirements.
<b>PCBU</b>	A Person Conducting a Business or Undertaking. In most cases a PCBU will be a business however an individual carrying out business as a sole trader or a self-employed person can also be a PCBU.
<b>PPE</b>	Personal Protective Equipment. Anything that is used or worn by a person to minimise risk to that person's health and safety. PPE for container operations can include sunscreen, helmets, hi-viz vest, safety boots, gloves, eye and hearing protection.
<b>Reasonably Practicable</b>	<p>In the context of PCBU duties, reasonably practicable means what is, or was, reasonably able to be done to ensure health and safety, taking into account and weighing up relevant matters including:</p> <ul style="list-style-type: none"> <li>• the likelihood of the hazard or the risk concerned occurring</li> <li>• the degree of harm that might result from the hazard or risk</li> <li>• what the person concerned knows, or ought reasonably to know, about: <ul style="list-style-type: none"> <li>- the hazard or risk</li> <li>- ways of eliminating or minimising the risk</li> </ul> </li> <li>• the availability and suitability of ways to eliminate or minimise the risk</li> <li>• after assessing the extent of the risk and the available ways of eliminating or minimising the risk, the cost associated with available ways of eliminating or minimising the risk, including whether the cost is grossly disproportionate to the risk.</li> </ul>
<b>Record of Determination</b>	Means a record, on paper or in electronic form, of the inspection carried out confirming the sideloader is within safe tolerance of OE, is compliant and may be certified for use.
<b>Repairer</b>	The person or entity tasked with reinstating damaged or worn equipment to within safe tolerance of OEM guidelines
<b>Risk</b>	The potential danger to a person's health and safety by being exposed to a hazard.



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<b>Soft Tolerance</b>	The tolerance within which the safe performance of the equipment, its structure, systems or components is not compromised, having regard to any manufacturer's operating limits.
<b>Sideloader</b>	A truck and/or trailer mounted crane for lifting ISO shipping containers.
<b>Static Site</b>	A worksite that generally stays the same over time, example a container loading and unloading area on a wharf.
<b>Swinglift (through lifter)</b>	Sideloader that can lift a container and position it on the opposite side of the vehicle. Sideloader that can lift a container and position it on the opposite side of the vehicle.
<b>SWL</b>	Safe Working Load. The maximum load a sideloader can safely lift, as determined by the manufacturer of the sideloader and shown on each sideloader manufacturer's plate.
<b>TLC</b>	The Truck Loading Code. The Code of Practice for the safety of loads on heavy vehicles. Published by the NZ Transport Agency <a href="#">New Zealand Truck Loading Code</a> .
<b>Unit Standard 17679</b>	A person holding this qualification is deemed to have the knowledge and skills to operate a sideloader for loading, unloading and transferring containers, including carrying out all the required checks of the equipment and the site to ensure safe operation.
<b>Worker</b>	A person (individual) who carries out work in any form for a PCBU and includes: <ul style="list-style-type: none"> <li>• an employee</li> <li>• a contractor or sub-contractor</li> <li>• an employee of a contractor or sub-contractor</li> <li>• an apprentice or trainee</li> <li>• a person undertaking work-based training or gaining work experience.</li> </ul>





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## Appendix 2: Operator Daily Sideloader Checklist

Operator Daily Sideloader Checks [TEMPLATE]			
Company/Owner	Operator		
Equipment Serial # (truck)	Equipment Serial # (trailer)		
Registration # (truck)	Registration # (trailer)		
<b>This checklist is additional to the vehicle daily walk around check</b>			
<b>Attention:</b> It is the responsibility of the sideloader operator to ensure that any worn, cracked or damaged components of the equipment are reported to their supervisor immediately. The sideloader <b>MUST NOT</b> be operated if it is faulty as there is a risk of death or serious injury.			
Tick Applicable Vehicle Type	Truck	Trailer	
<b>Sideloader Module</b>		✓	X
Check equipment certification is current			
<b>Landing Legs</b>		✓	X
Inspect landing legs lifting arms, module bases and bracing for cracks, deformation or damage			
<b>Hydraulic System</b>		✓	X
Hydraulic oil in the supply reservoir is at the correct level			
Check the hydraulic fluid is not milky (water) or discoloured (contaminated)			
If top up required ensure the correct grade of fluid is used			
<b>Electrical</b>		✓	X
Ensure all electrical connections are undamaged and connectors are clean			
Ensure all chassis mounted sensors are operable, clean and undamaged			
<b>Chassis slide rails</b>		✓	X
Check for damage, indentation or scoring			
Ensure slides are operable, remove grit or tar deposits that could impair operation			
<b>APU (if fitted)</b>		✓	X
Check for engine fluid leaks (fuel, oil, coolant)			
Check for water or contaminants in fuel line water separator, drain if required			
Note; report if the water separator requires draining more than once/week			
Check for leaves or other foreign matter in radiator fins, clean as required			
<b>Load Security</b>		✓	X
Check twistlocks for damage & missing shear pins			
Ensure there is tension in the indent lock of the twistlock handle mechanism (stop in position and not freewheel)			
Check container beams for damage			
<b>Lifting Chain Assemblies</b>		✓	X
Check chain certification is current			
Inspect lifting chains & lugs for damage. Ensure chains are not twisted or knotted			
Move chains to check top yoke swings and is not seized			
Ensure pins & retainers are in place			
<b>Container Joiners</b>		✓	X
Inspect chain, connector lugs & pins for damage or deterioration			
Ensure lock pin is present and not deformed			
<b>Remote Control</b>		✓	X
Ensure body of remote is clean and undamaged (Do not clean with solvents or steam clean)			
Ensure all labels can be read clearly. Replace if illegible			
Ensure all buttons, switches, seals and caps are operable and undamaged			
Ensure stop button releases and latches correctly when actuated			
<b>Electrical and Emergency Stops</b>		✓	X
Check each stop button on the front lift module operates correctly when actuated			
Check stop button on chassis at rear of unit functions correctly when activated			
Check that all sensors in the modules are operable, clean and undamaged			



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## Appendix 3: Certificate of Inspection



### NZITSG

#### SIDELOADER CERTIFICATE OF INSPECTION

I, the undersigned, confirm I am a qualified sideloader inspector and I hold a current valid appointment  
I certify that I have inspected the equipment identified below and it is within safe tolerance of OE and  
is safe to operate at the time of inspection.

<b>INSPECTOR</b>		<b>ID</b>	
<b>Make:</b>	<b>Model:</b>	<b>Serial Number</b>	
<b>Registration Number</b>	<b>Machine Hours</b>	<b>Previous inspection date</b>	

<b>INSPECTION DATE</b>	
<b>EXPIRY DATE</b>	
<b>EXPIRY; MACHINE HOURS</b>	

<b>CERTIFICATE No</b>	
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# Good Practice Guidelines

Endorsed by WorkSafe NZ

June 2023

