

Ironmongery Handling Guidelines Policy

Safe Handling of Ironmongery Products

1. Use Personal Protective Equipment (PPE):

- Gloves (preferably cut resistant)
- Safety Glasses
- Steel-toe boots
- Face masks (if duct of fumes are present)

2. Inspect Tools & Equipment:

- Ensure all handling tools (e.g. trolleys, cranes, slings) are in good working condition.
- Avoid using damaged or worn-out equipment

3. Training and Awareness:

- Workers should be training in proper lifting techniques and hazard awareness
- Understand the weight limits and structural integrity of ironmongery items

4. Safe Lifting Techniques:

- Bend knees, keep back straight.
- Avoid twisting while lifting.
- Use mechanical aids for heavy or awkward items.

Storage Guidelines:

1. Organised Storage Areas:

- Keep areas clean and free from obstructions.
- Use racks or bins to prevent items from falling or being misplaced

2. Avoid Hazardous Stacking:

- Do not stack in unstable configurations.
- Follow HSE guidance on racking systems – avoid 'U' frame racking and 'barring-off'

3. Labelling and Signage:

- Clearly mark storage zones and potential hazards
- Use signage to indicate weight limits and handling instructions

4. Environmental Controls:

- Protect from moisture, corrosion and temperature extremes
- Use duct suppression methods if needed



Transport to Site:

1. Vehicle Loading and Unloading:

- Secure loads properly to prevent shifting
- Use appropriate lifting accessories and follow safe loading procedures

2. Transport Equipment:

- Ensure vehicles and lifting gear are suitable for weight and type of ironmongery
- Use pendant or remote controllers for cranes where appropriate

3. Site Delivery Protocols:

- Coordinate with site teams for safe unloading zones.
- Inspect items upon arrival for damage or defects.

Installation, maintenance and support:

1. Installation:

- Ironmongery should be installed by competent persons who are trained and understand the principals and requirement for correct fitting
- Product Fitting Instructions should be understood and followed.
- Always follow the manufacturer's specific instructions for installation and maintenance.
- Products should be installed on-site according to manufacturer guidelines and specifications to ensure proper functionality and performance.
- Installers may provide initial maintenance or support, helping to prolong the product's life in the "use" phase.

Disposal – Recycle responsibly

- The "end of life" for stainless steel marks the point when a product is no longer functional or desired for its intended purpose, at which time it can be recycled.
- Because stainless steel is theoretically 100% recyclable without losing its quality or strength, it is an excellent sustainable material.
- At the end of a product's long life, valuable alloys like chromium and nickel are recovered and reused, making stainless steel recycling an economically viable process with significant energy and Co² emission savings compared to virgin production.

