Overview

This standard is about removing and transporting upright casualty vehicles from the roadside or similar hard, level standing.

For the purpose of this standard vehicles include light, commercial, heavy goods and public service vehicles.

Performance Criteria

You must be able to:

P1 identify and wear suitable personal protective equipment throughout all vehicle removal activities

P2 carry out a daily check, in accordance with your company procedures and manufacturer's recommendations, on the vehicle and equipment being used for the recovery operation

P3 carry out a dynamic risk assessment of the casualty vehicle and its location prior to commencing recovery activities

P4 continue to assess the situation throughout the recovery and transportation process

P5 make justifiable decisions for a course of action based upon the information gained from your initial assessment of the situation

P6 conduct all recovery and transportation activities following:

- P6.1 legal requirements
- P6.2 workplace procedures
- P6.3 industry codes of practice
- P6.4 health and safety requirements
- P6.5 manufacturer's operating instructions
- P6.6 operator's licence compliance requirements
- P6.7 the Environment Agency's hazardous waste regulations

P7 work in a way which minimises the risk of:

- P7.1 further damage to the vehicle
- P7.2 contact with leakage, hazardous materials/substances or high voltage components which have not been disconnected
- P7.3 any potential further damage to your working environment
- P7.4 injury to self and others

P8 promptly inform the relevant authorities where the condition of the vehicle presents a hazard and/or the loading manoeuvre is likely to obstruct the flow of traffic

P9 use a recovery vehicle and recovery equipment which:

- P9.1 is suitable for the type, condition and weight of vehicle to be transported
- P9.2 is suitable for the nature of the incident

P10 report viable options to your recovery controller for action promptly where the recovery vehicle and equipment prove unsuitable

P11 ensure vehicle has been made safe prior to undertaking any recovery or transportation activities

P12 position and rig the recovery vehicle and recovery equipment to:

P12.1 minimise the need to re-rig

P12.2 secure the best recovery advantage

P13 safely operate winching equipment

P14 ensure no recovery equipment or vehicle specification is overloaded

P15 ensure the recovery site is left free from debris, waste, tools, equipment and cones prior to moving off

P16 transport the casualty vehicle to the relevant destination and unload, without further damage

P17 ensure your records are accurate and complete and passed promptly to the relevant person(s)

Knowledge and understanding

You must know and understand:

Legislative and organisational requirements and procedures

K1 the legal requirements and industry codes of practice governing site protection and recovery operations

K2 the importance of wearing the appropriate personal protective equipment

K3 how to carry out an appropriate risk assessment and use this assessment to determine collection and transportation of vehicles

K4 the importance of informing the relevant authorities/responsible parties where recovery operations are likely to affect other traffic

K5 how to work safely and identify hazards when recovering and transporting vehicles

K6 the hazards associated with working on or near petrol and alternative fuel vehicle systems and components

K7 the limits of your authority for dealing with hazardous substances or alternative fuel vehicles

K8 the referral process for dealing with unexpected issues

K9 your organisation's operating, reporting and recording procedures

K10 the range of services and resources available within your organisation

K11 how to complete recovery records and the importance of doing so

K12 the importance of adhering to a robust, documented handover procedure

K13 company operating procedures to follow if a casualty vehicle is to be kept on-site

You must know and understand:

Vehicle recovery equipment

K14 the types, purpose and use of relevant vehicle recovery equipment

K15 the importance of carrying out a daily check on the recovery vehicle

K16 the safe working loads for recovery equipment, axle weights and stability

You must know and understand:

Vehicle recovery

K17 how to make an initial assessment of the extent of vehicle damage

K18 how to assess the most suitable recovery method for the type of incident, type of vehicle, the location and the condition of the casualty vehicle

K19 how to assess the weight of a casualty vehicle, including a load where appropriate

K20 the effect of weather conditions on the feasibility of recovery operations and how they are conducted

K21 how to use suitable site to base communication methods

K22 how to give clear, appropriate and informative instructions to customers

K23 the circumstances in which to call for specialist advice and assistance

K24 the operation of braking and transmission systems appropriate to the type(s) of vehicles on which you work

K25 the principles of loading and load containment

K26 on site recovery planning and control techniques

K27 how to prepare and secure casualty vehicles for transportation

K28 how to check for and deal with any casualty vehicle system and load leakage

K29 the dangers associated with roadside recovery operations and how to lessen the risks to yourself, customers and other road users

K30 how to identify vehicle type, e.g. EV, LPG etc.

K31 how to identify casualty vehicles carrying hazardous substances

K32 the importance of informing the authorities where roadside operations are likely to affect other traffic

K33 how to correctly position and rig recovery vehicles

K34 how to fit towing, loading and transportation equipment for the types of vehicle you deal with

K35 how to work safely at the roadside following industry codes of practice

K36 how to perform safety checks on casualty vehicles relevant to the types of vehicle you deal with

K37 how to clear the site prior to moving off, taking into account any environmental issues where appropriate

K38 how to use suitable warning lights

K39 how to avoid damage to casualty vehicles during transportation

Winching techniques

K40 the implications of working at height in relation to routine operator checks and basic maintenance, loading and unloading of vehicles

K41 the principles of winch theory, resistances to winching a casualty and stabilisation of the transporter vehicle

K42 the principles of powered winch operation and the loads to be applied, including the multiplication of forces when pulleys, snatch blocks, strops and anchor points are used

K43 the methods used to change direction of pull or to halve the load on the winch being used

K44 the function of all operating controls for a winch

K45 the safe working load of all ancillary equipment in various configurations

K46 the points to inspect on the rope and terminal fixings, the range and signs of possible rope damage and the limits to rope wear and tear that are acceptable for winching

Scope/range

1. **Recovery equipment** is:
   1.1. tow poles
   1.2. transporters
   1.3. vehicle mounted recovery systems
   1.4. winches
   1.5. truck mounted loaders
   1.6. underlifts
   1.7. trailers
   1.8. spec lifts/support lifts

2. **Roadside situation** is:
   2.1. off a live carriageway (driveway, car park)
   2.2. on a live carriageway, including smart motorways and emergency refuge areas

3. **Weather conditions** are:
   3.1. poor visibility
   3.2. light
   3.3. dark
   3.4. dry
   3.5. rain
   3.6. snow
   3.7. ice
   3.8. wind
   3.9. extreme temperatures

4. **Winching** operation includes:
   4.1. pre-winching checks
   4.2. identifying (and calculating) the different resistances to winching when recovering a vehicle

5. **Ancillary equipment** includes:
   5.1. winch wire
   5.2. continuous loops

5.3. shackles

5.4. snatch blocks

5.5. chains and brothers

5.6. strops

5.7. capstan

5.8. lighting board for casualty vehicle

5.9. skates and dolly wheels

6. **Securing vehicle for transportation** includes:

6.1. straps and ratchets

6.2. chains and ratchets

Additional Information

Glossary

This section contains examples and explanations of some of the terms used but does not form part of the standard.

Alternative fuel:

This is defined as any type of fuel that may be used to power an internal combustion engine (for example, LPG, bio ethanol etc. and hydrogen fuel cell systems), or electric vehicles, to include:

- Hybrid (HEV) - to include mild/micro hybrid vehicles where the voltage is considered dangerous.
- Plug-in Hybrid (PHEV)
- Extended Range Electric Vehicle (ER-EV) or Range Extended Electric Vehicle (RE-EV)
- Battery Electric Vehicle (BEV) or Pure Electric Vehicle (PEV)
- Fuel Cell Electric Vehicle (FCEV)

Carriageway

Examples include rural roads, urban roads and motorways, in hazardous and non-hazardous situations.

Industry Codes of Practice

The current Code of Practice for Safe Roadside Working.

Instructions to customers

To include towing instructions if applicable.

Legal requirements

Current legislation (including local by-laws and regulations) applicable to securing and protecting the recovery site and towing a vehicle.

Personal protective equipment

Reflective safety garments, safety footwear, safety gloves and safety glasses as recommended by the current industry Code of Practice for Safe Roadside Working.

Pre-winching checks

To include deploying the winch rope for a visual inspection, carrying out a practical check on all operating functions of the equipment including safety devices, winch controls and winch security as appropriate

Recovery vehicle

Any vehicle fitted with recovery equipment.

Similar hard, level standing

Examples include driveways, forecourts and car parks.

Vehicles

These can be any light vehicle up to 3500kgs which could include cars, vans and multi-purpose vehicles (MPV's), or medium and heavy goods vehicles, buses and coaches of 3500kgs gross vehicle mass (GVM) and above.

Developed by	IMI
Version number	1
Date approved	31 March 2023
Indicative review date	31 March 2026
Validity	Current
Status	Original
Originating organisation	IMI Ltd
Original URN	RR04 and RR06
Relevant occupations	Roadside Assistance Technician; Vehicle Recovery Operator;
Suite	Vehicle Recovery
Key words	Remove; transport; recover; load; vehicle;