



Material Handling and Rigging Procedure

Viking Reinforcing Ltd. – Fabrication Yard Operational Procedure
Rigging, Lifting, and Material Handling Safety – Parksville, British Columbia

Document Control

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Activity	Material Handling and Rigging
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1. Purpose

This procedure establishes safe work practices for rigging and material handling activities within the Viking Reinforcing fabrication yard and associated work sites. The objective is to prevent injuries resulting from dropped loads, improper rigging, equipment failure, or unsafe lifting practices.

2. Scope

This procedure applies to all Viking Reinforcing employees involved in lifting, rigging, or moving reinforcing steel and related materials using forklifts, telehandlers slings, chains, or other lifting equipment.

3. Responsibilities

Director of Maintenance – Sean Vetra

- Ensures rigging equipment is inspected and maintained.

Chief Safety Officer – Dan Ansell

- Ensures safe rigging procedures are implemented.

Yard Foreman – Matt Warawa

- Supervises lifting activities and worker safety.



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Rigging Personnel

- Select and inspect rigging equipment before use and ensure proper load balance.

4. Required Personal Protective Equipment (PPE)

Workers involved in rigging operations must wear:

- Hard hat
- Safety glasses
- Cut-resistant gloves
- High visibility clothing
- CSA-approved safety boots

5. Hazards Associated with Rigging and Lifting

Primary hazards include:

- Dropped loads
- Equipment failure
- Struck-by hazards
- Pinch points
- Overloading lifting equipment
- Improper load balance

6. Rigging Equipment

Rigging equipment used in operations may include:

- Lifting chains
- Synthetic slings
- Shackles and hooks
- Spreader bars
- Fork attachments

All rigging equipment must be inspected before use.

7. Safe Rigging and Lifting Procedure

1. Inspect rigging equipment prior to use.
2. Confirm load weight and equipment capacity.
3. Select appropriate rigging configuration.
4. Ensure load is balanced before lifting.
5. Establish a clear exclusion zone around the lift area.
6. Lift loads slowly and smoothly.
7. Maintain communication between operators and riggers.
8. Never stand beneath suspended loads.



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8. Exclusion Zones

During lifting operations, an exclusion zone must be established to keep workers clear of suspended loads and moving equipment.

9. Prohibited Practices

The following actions are prohibited:

- Using damaged rigging equipment
- Exceeding rated load capacity
- Standing under suspended loads
- Improper sling configurations

10. Emergency Procedures

In the event of a dropped load or injury:

1. Stop all operations immediately.
2. Secure the area.
3. Provide first aid if required.
4. Report the incident using FORM-OHS-02 – Incident Report Form.

11. Records and Documentation

FORM-OHS-02 – Incident Report Form

FORM-OHS-07 – HSE Inspection Checklist

LOG-OHS-01 – Workplace Inspection Log

REGISTER-OHS-02 – Corrective Action Register

12. Continuous Improvement

Rigging incidents, inspection findings, and worker feedback will be reviewed to improve lifting safety and material handling practices.