1. Ensure correct protective equipment is worn, standard dress is hard hat, safety footwear and high visibility jacket or vest. Where assessed it may also include gloves, wrist protectors, safety goggles, noise protection and fall arrest harnesses.

2. Ensure operator reads and understands vacuum lifter manual before use.

3. Always obtain a risk assessment and method statement for the task.

4. Vacuum lifters shall only be applied to the load and operated by:
   a. trained and authorised personnel, minimum age of an operator is 18 years of age;
   b. maintenance personnel in direct performance of their duties;
   c. authorised inspectors (with trained operator in attendance)

5. Where assistance is required from untrained personnel a designated and trained person must be in direct supervision

6. Never use a lifting device tagged out of service

7. Never lift a damaged or faulty load

8. Never allow personnel to ride the loads for whatever reason

9. Never lift in the rain or when the load is wet

10. Operators must be aware of the current and expected weather conditions when planning the days lift

11. Never lift from a rotated position. Never attempt to rotate off-centre loads as the frame could rotate too quickly

12. The lifter must not be used for side pulls or sliding of the load.

13. Never lift a load from a flat position with the lift bar locked (see illustration).

14. Ensure that the lifter/lifting device combination and any other accessories used are capable of lifting the required load.

15. Is the lifter suitable for the size of glass even though the load is within the SWL (refer to the supplier for technical assistance)
16. Always ensure the lifter is applied to the load within 40mm of the centre of gravity.

17. Where possible plan the lift to avoid lifting over people. Cordon and divert where necessary. The lift may require provision of a crash deck.

18. Ensure operator has enough space for transporting the load without endangering anyone.

19. Operator must be able to give his full attention to the lifting operation.

20. If you are unfit or unwell do not engage in any lifting activity. Your infirmity may affect your judgement. This also includes alcohol, drugs (including prescription drugs) and their side/after effects. Remember, the law will consider this.

21. A pre-use check must be carried out on each lifter to be used prior to each shifts lifting operations, and signed for. If the lifter fails its pre-use check it must be set aside for further investigation and have an “out of service label” displayed. Management must be informed.

22. Ensure the load and the pads are cleaned correctly prior to applying the lifter. Failure to do so increased the chances of load slippage and rapidly degrades the vacuum system.

23. Ensure the required vacuum is achieved and the pump turns off before attempting lift. Lift the load 50mm and wait for 30 seconds (observing the vacuum gauge) before commencing lift to make sure vacuum is stable.

24. Where the operation is carried out using a tower or mobile crane the lifting operation itself must be under the full control of a qualified banksman/slinger. This may or may not be the supervisor of the vacuum lifter. If not, then the banksman/slinger is the only person authorised to give orders to the vacuum lifter supervisor.

25. The only exception is when a potentially dangerous situation is imminent when anyone may give the stop order. This must be obeyed immediately.

26. Observe the load at all times for warning signs from audible and visual alerts.

27. Ensure load is fully supported before vacuum is released.