SECONDARY VENT & FAN - SHOTLIST

INTRO		SHOOT OF	ANIMATION	PRESENTER/VOICE OVER	IMAGE REFEERENCE
WHAT IS A VENT & FAN					
What the machine looks like	☐	Show the machine at work, what it's used for.	Animate machine		
Key parts and their names	☐		Labels animated around the machine		
Safety Features	☐		Labels animated around the machine		
	☐	minimum of 20 metres above a return air way and located in the purist clean air source (primary ventilation) available			
	☐				
DUTIES					
	☐				
IDENTIFYING FAN INSTALLATION SITE	☐				
INSTALLATION OF FAN HANGER PLATES	☐				
SAFETY CHAIN (BELLY CHAIN)	☐				
INSTALLATION OF ELECTRICAL CABLES	☐				
FITTING FAN HANDLING PLATFORM TO INTEGRATED TOOL CARRIER					
LIFTING FAN ONTO FAN HANDLING PLATFORM	☐				
TRAMMING OF FAN TO LOCATION	☐				
LIFTING THE FAN INTO POSITION	☐				
CONNECTING FAN TO HANGERS	☐				
INSTALLING CANTENERY WIRE (KNOCKER LINE)	☐				
ATTACHING VENT DUCT (BAG) TO FAN					
EXTENDING AND REMOVING VENTILATION BAG	☐				
INSTALLING PULLEY SYSTEMS	☐				
AIR OPERATED FANS	☐				
ELECTRICAL CABLE CONNECTION TO FAN AND POWER SUPPLY	☐				
STARTING THE SECONDARY VENTILATION SYSTEM	☐				
REMOVAL OF FAN	☐				
	☐				
	☐				
	☐				
FAQ (WHAT TO KNOW DAY 1)					
PPE REQUIREMENTS	☐		List of equipment.		
COMMON MISTAKES	☐				
EQUIPMENT	☐	Electric or air powered fan, complete with mesh guards and with the capacity to deliver sufficient air volume.			
	☐	Ventilation ducting (vent bag) of a diameter to suit fan and heading size.			
	☐	Ratchet straps to fix vent bag to a fan.			
	☐	Ratchet straps to fix fan to cradle.			
	☐	Reducer vent bag, 'T' pieces, 'Y' pieces and vent tube joining clips.			
	☐	Knocker line or catenary wire, twitching stick for tightening knocker line.			
	☐	Fan Hanger Plates 3t or 6t.			
	☐	Resin bolts at a minimum of 2.4 meters long			
	☐	Split Set Bolts at a minimum of 2.4 meters long.			
	☐	Rated 'D'shackles, chain, wire rope sling(s), bolts and/or clamps.			
	☐	Safety clips.			
		Certified lifting equipment.			
	☐	Scaling bars.			
	☐	Danger Tags and locks for isolation of power switches, air valves and lines.			
	☐	Integrated Tool Carrier Volvo L120/150			
	☐	Platform (workbasket) for working at height.			
	☐	Fan platform for installing fan at height.			
	☐	Signs and barricades.			
	☐	Fall arrest equipment and Standard Miners PPE			
SAFTEY REQUIRMENTS	☐	Conduct a **JSA** with all personnel for each fan installation and lifting operation, a**ddress any potential hazards** and confirm knowledge on the safest method to complete the task.			
	☐	Personnel working from a **work platform (basket) must be competent** to do so.			
	☐	Ensure all personnel whilst working at height, are wearing appropriate fall-arrest equipment.			
	☐	Ensure any lifting operations using chains and slings; a qualified dogger is present to select and apply the suitable equipment and to oversee the lift.			
	☐	Pre-start of workplatforms to ensure that they are safe for use			
	☐	Potential damage to the fan while being transported or installed.			
	☐	Potential damage to fan from being hung too low.			
	☐	Isolate, tag and lock the power supply during installation.			
	☐	When attempting to work in an area that has not been ventilated for a period of time the area must be re- ventilated. This can be achieved by installing one bag at a time and turning on the fan for 5 to 10 minutes then install another bag and repeat the process until the area is sufficiently ventilated.			
DEFINITIONS	☐	Secondary Ventilation - A fan and vent duct (bag) system that carries the fresh air from the primary ventilation circuit, or a compressed air line supplying work areas which are away from the main airflow.			
	☐	Fan Hanger Plate - A certified rated steel plate with an eyelet and bolt holes, that is used in conjunction with friction or chemical resin bolts for hanging of secondary ventilation fans.			
	☐	Chemical Anchor Bolt - A solid steel bolt using chemical resin to anchor into parent ground. Split Set Bolt - Friction rock stabiliser.			
	☐	I.T. - Integrated Tool Carrier			
	☐				
	☐				
	☐				
	☐				
	☐				
	☐				
	☐				
	☐				
	☐				
	☐				
HAND SIGNALS	☐	Common hand guestures			
	☐				
	☐				
	☐				
	☐				
	☐				

INTRO		SHOOT OF	ANIMATION	PRESENTER/VOICE OVER	IMAGE REFEERENCE
SOP LIST					
	☐	Example of the process			

INTRO		SHOOT OF	ANIMATION	PRESENTER/VOICE OVER	IMAGE REFEERENCE
	☐				
	☐				
	☐				
	☐				
	☐				
	☐				
	☐				
	☐				
	☐				
	☐				
	☐				
	☐				
END OF SHIFT	☐				
	☐				
	☐				
	☐				
	☐				
	☐				
	☐				
	☐				
	☐				