

LOLER Standard

How to Guidance



What does LOLER apply to?

LOLER (the Lifting Operations and Lifting Equipment Regulations) apply to any lifting equipment used at work for lifting or lowering loads, including attachments used for anchoring, fixing, or supporting it. However, the Regulations do not extend to fixed anchor points that form part of a building or structure ([fall protection equipment](#)).

LOLER covers a wide range of equipment, including:

- Climbing equipment
- fork-lift trucks
- lifts
- hoists
- mobile elevating work platforms
- vehicle inspection platform hoists

The Regulations also include lifting accessories, such as chains, slings, eyebolts etc.

INTRODUCTION

The Warwickshire County Council (WCC) LOLER process follows the requirements under LOLER legislation. This document has been created to ensure that the processes for each area are as easy to follow as possible.

This document will cover:

- [How to arrange a BES visit.](#)
- [When equipment should be taken out of service or quarantined](#)
- [How to arrange repairs of equipment.](#)
- [What to do if my report has remedials and actions for safety](#)
- [How to register new equipment and arrange a 'before use' inspection.](#)

British Engineering Services (BES) are the current approved testing service for conducting LOLER inspections on all WCC primary

lifting assets. BES have provided a system for ease of managing LOLER inspection records and asset management. This document will also cover how to access this system and BES's user guide.

"Managers and Headteachers must fulfil their responsibilities under the LOLER standard by ensuring that the current WCC contractor is used to carry out all mandatory safety inspections."

Items not available and / or out of date of their inspection **must** not be used until they have been inspected!

Ensuring Contractor Compliance with LOLER Standards

All contractors working for Warwickshire County Council must ensure that any lifting equipment they use on WCC sites is suitable for the intended tasks and has been thoroughly examined and tested in accordance with LOLER requirements. It is the responsibility of managers and site leads to verify that contractors' equipment has valid inspection certificates and meets the same safety standards as WCC-owned assets. No contractor equipment should be used unless it has passed the required LOLER inspections and is accompanied by up-to-date documentation. This approach helps maintain a consistent standard of safety across all operations and ensures compliance with legal obligations under the LOLER regulations.

Fall Protection Equipment (Fixed Anchor Points)

Fall Protection Equipment including fixed anchor points do not come under LOLER. They come under BS EN 795 and BS 7883 2019. This states that fall protection equipment such as eye bolts and anchor points must be tested to the legal requirements set out in the appropriate standard. Class A1 categorised anchor points must be tested every 6 months.

How do I arrange an inspection for new equipment?

Changes to your plant schedule will need to be made so our approved testing service is aware of any new equipment or the disposal of older equipment. This can be made simple by emailing BES on info@besgroup.com. BES will need the following to be included in the subject line **Warksc001** along with the sites postcode and name to ensure any changes are made to the correct testing schedule. Detailed information must be provided by the site responsible person on the changes to be made and should include the following:

- Plant and Equipment descriptions
- Serial numbers or identification markings
- Safe working loads
- Safe operating limits
- Full address of site location
- Instructions on removal or adding

To book appointments to arrange a site visit and inspection you will need to either email or call BES.

Email: supportteam.servicedelivery@besgroup.com

Phone: 0345 072 4387

If your site is already on the BES schedule, they will reach out to the SRP via the information they currently hold.

Making Changes to Site Information

 **FAQ****What is a LOLER thorough examination?**

This is a complete and thorough check of the equipment and safety-critical parts, conducted at specified intervals by a competent person and concluded with a written report. The report must include the date of the thorough examination and the date the next one is due. It should also specify any defects that are / are about to become a danger to people. Where serious defects are identified, the competent person conducting the examination must report this verbally to the duty holder and then provide this information in a written report. A copy of the report must also be sent to the relevant enforcing authority.

If your site is already on the BES schedule and you need to re-book or amend an appointment, you will need to contact BES on the above number or email. BES will call to arrange visits to the site in advance. If the site Point of Contact (POC) changes they are to make BES aware and provide them with the new contact details, so inspections can continue, using the above details.

What do I do if my report has remedials?

Once an inspector has been out, they should make you aware of any findings from the report, if they are serious, they must make you aware before leaving site. A report will be drafted and uploaded onto the BES system with which you should have registered and logged on. The system can be accessed from a link in the further information section at the end of this document.

The report will identify which equipment has remedials and what these remedials are. The equipment may still be used with remedials, but actions should be taken to rectify them as soon as possible to ensure the safety of the operator and others who

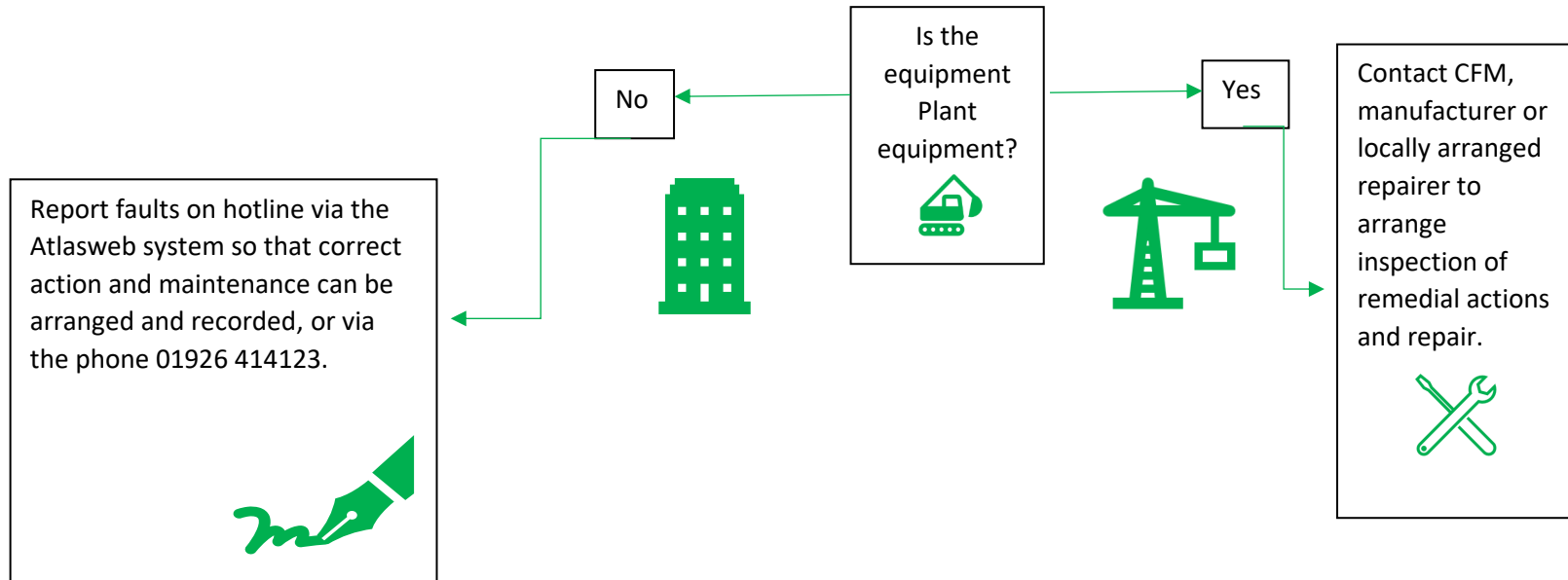
 **FAQ****What is lifting equipment?**

Lifting equipment is any work equipment for lifting or lowering loads and includes its attachments used for anchoring, fixing, or supporting it. It includes any lifting accessories that attach the load to the equipment in addition to the equipment which conducts the actual lifting function. A 'load' includes 'a person' as well as the usual material, animals, or combination of these that are lifted by the lifting equipment.

are on site. The below flow chart will help you identify who to report the faults to. Once remedial actions have been completed you must update the user comment section with actions taken.

Remedial Action Flow Chart

*Working for
Warwickshire*





Are pallets, skips, ladles or similar considered to be lifting equipment?

Usually, no. Where this equipment is used for carrying material loads and are not permanently attached to the lifting machinery it would normally be part of the load and a 'Thorough Examination' is not required. The equipment should be maintained and inspected to make sure it can be used safely including when it is being lifted.

What should I do if my equipment has failed the inspection?

If a piece of equipment has failed its mandatory 6 monthly (Lifting people) or 12 monthly inspections (All other lifting equipment), it should immediately be taken out of service. The keys of plant equipment should be kept secure with a tag on to identify it as non-serviceable and the key isolated away from other plant keys, which are still in use. If the equipment is attached to the building i.e., a lift, the site responsible person should ensure the power is isolated and a notice is put up identifying it as non-serviceable.

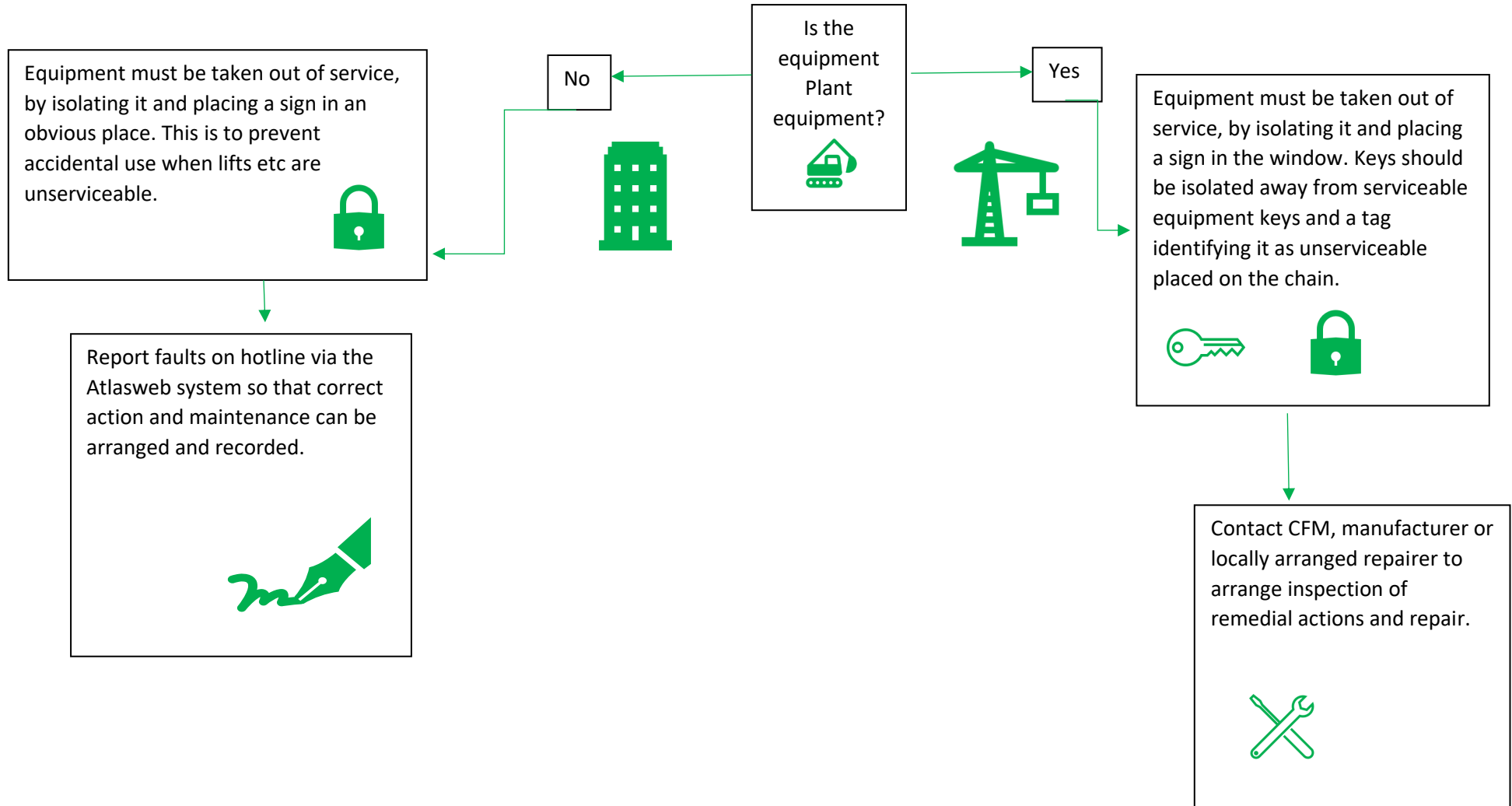
Once the immediate actions have been taken to ensure the equipment is out of use and cannot be used accidentally, the findings should be reported as per the below flow chart to ensure they are rectified.

Once the actions have been completed the paperwork should be kept with the folder of the plant equipment, or on Atlasweb with the site history, this can be uploaded into the compliance lifting section. The BES system should be updated with the actions marked of as completed. This will ensure an audit trail can be located to ensure all actions have been completed before the equipment is put back into use.

Items not Available

Items not available and / or out of date of their inspection **must** not be used until they have been inspected. This is to ensure they are still safe to use; the responsible person should contact BES and get those items inspected before they can be used. [Please refer to arrange inspection section.](#)

Immediate Repair Action Flow Chart



Further Advice

Internal

The BES system does have a user guide available [here](#). The user manual covers logging on, alerts such as items with actions or not available as well as graphs and calendars.

You can also contact Health and Safety via the [HR Service Desk](#)

Or contact FM on their email facilitiesupportmanagers@warwickshire.gov.uk

Or CFM on their email cfm@warwickshire.gov.uk

[WCC LOLER Pages](#)

External

[HSE LOLER Pages](#)

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