

Reference Num:	MS_Plant_001	Revision Num:	2
Compiled by:	Chris Ford	Reviewed by:	Richard Barratt
Date:	29/07/25	Review Date:	Annual

Method Statement Title:	Operation of a Low Loader for transport of various plant
Activity Sub Scope:	Various specifications of construction plant and equipment
Location of Works:	Various yards for collection/delivery and various customer sites and construction work areas where plant delivery/pick up is required.  The main bulk of the time associated with this activity is driving on the public highway.

Emergency Contact Numbers:	Name:	Contact Number:
Manager:	Ashley Barlett	07944 438416
Driver Operator:	TBC	TBC
SHEQ Manager:	Richard Barratt	07483-104850
Nearest Hospitals:	Should be notified by site staff as per their site induction	
First Aider:	Site office.	
Location of First Aid Box / Eye wash	First Aid box located on Vehicle	
Applicable Emergency Procedures:	Lone Working Injuries & First Aid Site Procedures Spills	
Permits Required:	N/A	

Resources Required:	Personnel (Role/Trade):	Qualifications / Training:
	HGV Driver Operator	HGV License NPORS IPAF ALLMI CPC training
Plant:	Low Loader, plant to be transported	
Equipment:	Chains, straps, binders	
Materials:	N/A	
PPE, additional to compulsory: (Include Class / Specification)	Hard Hat, Safety Footwear, Eye protection, High Vis Jacket and Trousers, Gloves and Company Uniform, Ear Defenders where needed. (See Risk assessment plus any site-specific PPE required at the location and as identified on site board).	
Temporary Works: (Is temporary works design required?)	N/A	
Access / Egress to / from work site:	Main Gate / Loading Area  Customer site access specific arrangements to be define prior to attendance.	

Fall Prevention Measures: (e.g.: Wheel stops / barriers/ harnesses)	Harness to be worn when operating MEWPS and access to loaded plant
Lifting Operations: (Required arrangements for lifting)	N/A
Manual Handling: (Unit weight of materials and equipment required)	Lifting of chains and accessories, items generally below 25kg

Pre-Start
<i>The objective of this Method Statement is to ensure 'as far as is reasonably practicable' the health, safety and welfare of all staff and others who may be affected during the work activities.</i>
Limits of Work Covered by this Document
Plant is to be only unloaded and loaded, plant is not to be moved around the site, this down to the site supervisor to arrange.
Isolation:
N/A

<b>METHOD OF WORK / SEQUENCE OF OPERATIONS:</b> (Include special safety arrangements and control measures for each identified risk in Risk Assessment)
<ol style="list-style-type: none"> <li>1. Operator MUST be trained to NPORS or CPCS standard for competent loading and securing of the equipment.</li> <li>2. On arrival at site receive briefing from site contact regarding site logistics, speed limits, ppe etc (where applicable)</li> <li>3. Driver to report to client and establish where machine is for loading, and ensure area is kept clear of any traffic or personnel movement whilst loading / unloading</li> <li>4. Driver to park lorry into loading area, ensuring ground is flat and stable and lorry is level, and nothing is encroaching the required room to manoeuvre</li> <li>5. Driver to plug Anderson lead in to operate ramps</li> <li>6. Before lower ramps ensure an exclusion zone is implemented around the rear of the trailer.</li> <li>7. The exclusion zone must be implemented before the safety retaining mechanism or straps / chains are released.</li> <li>8. The exclusion zone should be sufficient in area, as a minimum, to accommodate the deployed length of the ramps in the lowered position.</li> <li>9. Once confirmed clear and controlled remove straps from ramps, to enable lowering motion (where straps are fitted)</li> <li>10. Lower ramps to floor and lower support legs so that ramps are fully stretched out and bedded onto the ground</li> <li>11. Release air from suspension to lower and thus decrease the loading angle</li> <li>12. Approach the machine as detailed in paperwork, check serial number and any possible attachments to be loaded.</li> <li>13. Carry out check of equipment and notify any damages which are existing, take photos where necessary and report</li> <li>14. Make sure any mirrors are pulled out to be used in loading</li> <li>15. Enter machine using correct egress point, ensuring multiple points of contact with the machine to reduce slipping while climbing up.</li> </ol>

16. Once in the machine ensure seat belt is worn and set any “dead man’s switch” to allow starting of machine
17. Use key and pin code (where applicable) to start machine
18. Load/unload machine in a safe manner, following machine operating instructions, checking machine tracks are in line and level with ramps, ideally centred to the ramps. Where possible have a banksman see you on for larger machines.
19. When winching is used ensure that: -
  - Always use the vehicle winch when loading/unloading - make sure the winch cable is kept taught while in use
  - When using a winch on a slope, ensure that the cab/seat is in the uphill position
  - Never ‘push’ items across a vehicle bed/ramp area
  - Vehicle fall restraint systems should always be used where they are fitted and where the width of the item being loaded/unloaded allows for this
  - ROPS bars should be in their raised and secured position when loading/unloading. (And lowered thereafter before entering the public highway)
  - Always wear seat restraints when loading/unloading mobile items of equipment
  - Always wear a full body harness with restraint lanyard when operating boom type
20. Where machines are being loaded/offloaded which have a narrow base, ramps should be moved closer together to ensure that the machine is fully supported with ample ramp either side.
21. Machinery should be positioned on the lorry making sure they are not too close to the edge of the vehicle to allow for safe movement, and also room for the driver to access/egress machine safely, where multiple machines are to be loaded together, they should only be side by side if a reasonable amount of lorry bed space is left each side to allow safe movement of the machines and personnel. (we suggest 18 inches either side)
22. Once the machine is positioned to the headboard of the trailer (where possible), then manoeuvre arm – to turn the machine around with arm facing rear of trailer. Then lower arm safely down to floor level with bucket positioned closed (as near as can be to body of machine). (direction may change for smaller machines as multi load)
23. Machine to be switched off and operator to exit machine safely, using multiple points of contact. All mirrors, doors and windows are to be shut, locked and keys removed.
24. Access and egress to the loading bed of the lorry should be made via the lorry ramps whilst in the lowered position.
25. Any machines which are visually higher than the truck cab should be measured with a height staff to ensure total height of less than 5m (bridge height UK)
26. Secure machine using chains and binders according to size of machine and type of plant. (straps are acceptable for smaller machines) must use 4 points of contact
27. For offloading- follow previous steps, removing machine security, before accessing machine, and starting machine, following process, then track machine off, following instructions. Park machine safely near the bottom of the ramps and hand over to delivery contact.
28. A movement order will be in place for loads over 44t gross weight or 2.9m wide
29. If machine has ancillary equipment and fitting i.e. buckets, cab guards etc – buckets and cab guards to be secured by strap or chain.
30. If such ancillary attachments are to be removed and/or re-attached as part of operation check if subject to quick hitch system fitting.
31. If so, ensure exclusion zone if identified and controlled during any movement of plant to avoid risk on detachment.
32. If any ingress into this controlled area immediately cease operation and report it to site manager/supervisor.

33. Depending on system type ensure you check that the safety pin is properly in place and secure.
34. Check if secondary locking device is used and ensure is actuated – if in doubt seek guidance.
35. Ensure you visually check quick hitch condition and report any concerns before acting further.
36. Check quick hitch and attachment are compatible for transportation.
37. Lift ramps ensuring nobody is in the ramp zone, in case of hydraulic failure
38. Secure ramps using straps where needed, raise air on suspension and select ride height position
39. Unplug Anderson Lead
40. Enter cab of lorry, and prepare to leave site via recommended exit of work site, ensuring route is suitable and clear

**IMPORTANT NOTE** - whilst in transit take care and consideration for other road users and members of the general public.

**Inspection:**

Ensure the correct plant is identified for loading / unloading at the site

**Testing:**

N/A

**Completion / Handover:**

Work sheet, Certificates of training, Certificates for equipment  
 Site to sign for plant drop off or pick up and Drivers' Day Sheet / client run sheet

**Hazardous Substances: (i.e.: Lubricants/ Solvents/Flammable Materials/Refrigerants/Welding Gases)**

COSHH Assessments								
	Toxic	Harmful/ Irritant	Corrosive	Dangerous to the Environment	Oxidising	Long term Health Hazards	Highly Flammable	Explosive
Applicable:		✓		✓				
Products to be used:	Diesel Oils and Lubricants							

**Emergency Plans:**

**General**

Before starting work, it is imperative to establish site controller and contact details and that a mobile telephone signal is strong and available, also a working landline must be of known whereabouts, the landline must be checked if there is no mobile signal not just its whereabouts established.

If more than one company is involved, they should agree in advance how loading and unloading will happen. For example, if visiting drivers unload their vehicles themselves, they must receive the necessary instructions, equipment and co-operation for safe unloading.

Arrangements will need to be agreed in advance between the haulier and the recipient and will need to exchange information about loads in advance so that they can agree safe unloading procedures. Checks must be made before unloading to make sure loads have not shifted during transit and are not likely to move or fall when restraints are removed.

In the unlikely event of an accident / incident – operator to notify site management immediately. Immediately inform TP Compliance Manager and upon return to complete an accident / incident form. Should any of the requirements of the method statement not be possible the load should be aborted.

Please see section of this document for emergency contacts, if in any doubt whatsoever CALL 999

### **Injuries & First Aid**

If first aid is required, a first aid kit is available in the vehicle. Report immediately to the site office where a first aider will be available. If emergency services are required call 999 or relevant number as required from the site.

Report injuries within 30mins to supervisor/line manager, complete any relevant paperwork required on site. On return to the office complete an injury report and hand into the Compliance Manager for action.

### **Spills**

If spills occur on the site, contain the spillage using spill kits, ensure that no contaminated liquids are discharged into road gullies, surface water drains or directly into a water course. Report incidents to the site office.

Ensure through correct use of PPE to avoid becoming contaminated with sewage if a spill occurs or as a consequence of containment and cleaning up. Ensure you clean contaminated equipment on site and change any contaminated clothing at the earliest opportunity for washing. Any significant contamination of splashes to skin and eyes are to be cleaned immediately where appropriate using the accessible first aid kit available and reported to compliance manager.

Where a significant spill occurs which may have an environmental consequence this should be reported immediately to the site office and TP Compliance Manager and/or the on-call manager. The information provided should state as a minimum location, nature of spill, estimated volume and any service providers involved.





# Risk Assessment



<b>Reference:</b>	RA_Plant_001	<b>Date:</b>	29/07/2025
<b>Version:</b>	2	<b>Completed by:</b>	Richard Barrett
<b>Responsible Manager</b>	Ashley Bartlett	<b>Review Date:</b>	Annual
<b>Work Location:</b>	Various yards for collection/delivery and various customer sites and construction work areas where plant delivery/pick up is required. (The main bulk of the time associated with this activity is driving on the public highway.)		
<b>Work Activity:</b>	Operation of a Low Loader for transport of various plant and equipment		

Check X	Who is at Risk?	(number of persons)	Check X	Permits Required?	(Permit Reference)
X	Own Staff	1		Highway Permit	
	Contract Staff			Work at Height	
X	Others on Site	2		Induction	
	Visitors			Other (specify)	
	Lone Workers				
X	Members of Public	1			
	Young Persons				
	Any Others				

Ref	Hazards / Tasks / Activity / Aspect	Check X	Ref	Hazards / Tasks / Activity / Aspect	Check X
H001	Working at Height	X	H027	Sources of Ignition / Explosion	
H002	Weather Conditions	X	H028	Work at Height - Access to loaded plant	X
H003	Uneven Ground	X	H029	Working in the highway	X
H004	Winching	X	H030	Hygiene at Work	X
H005	Chemicals		H031	Not Used	
H006	Driving - General	X	H032	Not Used	
H007	Driving - Loaded Vehicles	X	H033	Not Used	
H008	Driving - Loading & Moving Plant	X	H034	Not Used	
H009	Driving - Unloading use of Trailer Ramps	X	H035	Not Used	
H010	Driving - Use of Quick Hitch Systems	X	H036	Not Used	
H011	Driving - Towing Equipment	X	H037	Not Used	
H012	Dust generated from work	X	H038	Not Used	
H013	Overhead Power Lines	X	H039	Not Used	
H014	Environmental - Oil Pollution	X	H040	Not Used	
H015	Environmental - Re-fuelling	X	H041	Not Used	
H016	Environmental - Spills	X	H042	Not Used	
H017	House Keeping	X	H043	Not Used	
H018	Incident/Near Miss/ Assault	X	H044	Not Used	
H019	Lone Working	X	H045	Not Used	
H020	Manual Handling - Equipment	X	H046	Not Used	
H021	Manual Handling - Heavy Objects	X	H047	Not Used	
H022	Mechanical Handling - HIAB		H048	Not Used	
H023	Moving plant and equipment	X	H049	Not Used	
H024	Noise	X	H050	Not Used	
H025	Sharp Edges and Objects	X	H051	Not Used	
H026	Slips trips and falls	X	H052	Not Used	

Personal Protective Equipment					
X	Safety Footwear		X	Cut Protection Gloves	
X	Light Eye Wear				
X	Safety Goggles				
X	Hearing Protection				
X	High Vis				
X	Hard Hat				
X	Gloves			Other (specify):	

Risk Assessment Methodology		Severity of Injury / Incident (S)	Likelihood (L)				
			(1) Highly Unlikely	(2) Occasionally	(3) Likely	(4) Very Likely	(5) Almost Certain
Score	Action						
1 - 5	Low Risk - No Further Action Required	(1) Minor Injury, first aid treated / Negligible Environmental Impact	1	2	3	4	5
6 - 12	Medium Risk - Further action may well be required to control risk, regular review to be undertaken.	(2) Injury requiring first aid or medical attention / Slight Environmental Impact	2	4	6	8	10
		(3) Lost Time Injury / RIDDOR / Harmful Environmental Impact	3	6	9	12	15
		(4) Significant Injury / Disabilities / significant environmental impact	4	8	12	16	20
13 - 25	Immediate action required. For scores 16+ stop work, and review control measures contact supervisor to discuss	(5) Fatality / Severe Widespread Environmental Impact	5	10	15	20	25

# Risk Assessment



Ref	Hazards / Tasks / Activity / Aspect	Nature of Risk /Impact (Consequence - What could happen and to whom?)	WHO WILL BE AFFECTED?	L	S	R (risk rating uncontrolled)	Current Control Measures In Place <i>(Consider Hierarchy of Controls - Elimination, Substitution, Engineering Controls, Approved Codes of Practice (APOC), Safety Systems of Work (SSOW), Training Minimum Standards, Competency Assessments and Relevant &amp; Regular TBT's, Signage/Warnings and/or Administrative Control /Discipline, Site Safety Tours and Audits and finally PPE)</i>	L	S	R (risk rating controlled)
H001	Working at Height	Falls from high vehicles and or plant during loading or unloading	Operatives	5	3	15	<ol style="list-style-type: none"> <li>1. All plant and machinery to be loaded onto vehicle via ramps.</li> <li>2. Ample edge room allowed to reduce risk of slipping from edge.</li> <li>3. Operator to have multiple points of contact when climbing any machine</li> </ol>	1	3	3
H002	Weather Conditions	Potential to make activity hazardous to operator	Operatives and other personnel onsite	3	4	12	<ol style="list-style-type: none"> <li>1. On site risk assessment of weather condition to be undertaken.</li> <li>2. In the event of wet ground, ice, mud and water, only move the machine if it is safe to do so.</li> <li>3. If in doubt seek advice from on site contact</li> </ol>	1	4	4
H003	Uneven Ground	Potential for unsafe loading/unloading or affecting stability of vehicle	Operatives and other personnel onsite	4	4	16	<ol style="list-style-type: none"> <li>1. Onsite risk assessment of ground condition which may affect operation.</li> <li>2. Machines must not be loaded on sloped or adversely cambered ground.</li> <li>3. A level ground location should be found, or load aborted.</li> <li>4. If in doubt seek advice from on site contact</li> </ol>	1	4	4
H004	Winching	Winching to pull "dead machine" risk of break and/or serious injury to personnel due to failure	Operatives and other personnel onsite	3	4	12	<ol style="list-style-type: none"> <li>1. Operator in machine to operate controls.</li> <li>2. Snatch block to be used for extra power of pull.</li> <li>3. Winch remote control should be used so no cable is in way of load.</li> <li>4. Always use the vehicle winch when loading/unloading making sure the winch cable is kept taught while in use</li> <li>5. When using a winch on a slope, ensure that the cab/seat is in the uphill position</li> <li>6. Never 'push' items across a vehicle bed/ramp area</li> <li>7. Vehicle fall restraint systems should always be used where they are fitted and where the width of the item being loaded/unloaded allows for this</li> <li>8. ROPS bars should be in their raised and secured position when loading/unloading. (And lowered thereafter before entering the public highway)</li> <li>9. Always wear seat restraints when loading/unloading mobile items of equipment and always wear a full body harness with restraint lanyard when operating boom type</li> </ol>	1	4	4

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H006	Driving - General	Poorly maintained Vehicle. Road Traffic Accident (RTA). Potential for serious and fatal injuries.	Operatives	3	5	15	<ol style="list-style-type: none"> <li>1. Regular Driver license checks undertaken</li> <li>2. Drivers hold appropriate license</li> <li>3. Rest periods to be taken as per the regulations</li> <li>4. Vehicle checks to be undertaken prior to vehicle use</li> <li>5. HGV drivers to participate in driver CPC</li> <li>6. Drivers to observe to speed limits</li> <li>7. Drivers to observe road signs including weight and height limits</li> <li>8. Careful driving during poor weather conditions</li> <li>9. Compliance with company alcohol and drugs policy</li> <li>10. Report any incidents / vehicle defects</li> <li>11. All drivers to wear seat belts</li> </ol>	1	5	5
H008	Driving - Loading & Moving Plant	Out of control Plant / Rolling or falling plant from vehicle bed	Drivers / Other workers in area	3	5	15	<ol style="list-style-type: none"> <li>1. Only operate vehicle you have been trained to use</li> <li>2. Take time and do not rush</li> <li>3. Ensure safe loading area is maintained</li> <li>4. All chains and straps to be "fit for Purpose" inspected before use, by the driver</li> <li>5. Ask for assistance from site staff if required</li> </ol>	1	5	5
H009	Driving - Unloading use of Trailer Ramps	Risk of low-loader's folding hydraulic ramps falling down under gravity unexpectedly.	Drivers / Other workers in area/Pedestrians	3	5	15	<ol style="list-style-type: none"> <li>1. Before use must have an exclusion zone implemented around the rear of the trailer.</li> <li>2. The exclusion zone must be implemented before the safety retaining mechanism or straps / chains are released.</li> <li>3. The exclusion zone should be sufficient in area, as a minimum, to accommodate the deployed length of the ramps in the lowered position.</li> </ol>	1	5	5
H010	Driving - Use of Quick Hitch Systems	Potential for unexpected detachment of Ancillary Equipment during movement	Drivers / Other workers in area/Pedestrians	3	5	15	<ol style="list-style-type: none"> <li>1. Ensure exclusion zone if identified and controlled. If any ingress into this controlled area immediately cease operation and report it to site manager/supervisor.</li> <li>2 Depending of system type check that the safety pin is properly in place and secure.</li> <li>3 Check if secondary locking device is used and ensure is actuated – if in doubt seek guidance.</li> <li>4 Ensure you visually check condition and report any concerns before acting further.</li> <li>5 Check quick hitch and attachment are compatible for transportation.</li> </ol>	1	5	5

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H011	Driving - Towing Equipment	Road Traffic Accident / overturning towed equipment	Drivers / Other road users / Pedestrians / Vehicles and equipment	3	5	15	<ol style="list-style-type: none"> <li>1. Drivers to have the correct license to tow</li> <li>2. Pre-use checks to be undertaken to ensure trailer is secured</li> <li>3. Ensure all light bars are in place</li> <li>4. Drivers to take their time and avoid aggressive driving</li> <li>5. Drive to the road conditions</li> <li>6. Be aware of height, width and weight restrictions</li> <li>7. Vehicle tachometer and driving hours rules to be observed at all times</li> </ol>	1	5	5
H012	Dust generated from work	Breathing in dust causing lung and breathing disorders, Silicosis & Asthma; Dust causing a nuisance	Operatives, Members of the public	3	4	12	<ol style="list-style-type: none"> <li>1. Staff aware and trained on dust issues</li> <li>2. Tools fitted with extractors / wetting down fractionality</li> <li>3. Dust Masks (FFP3) used by operatives in close proximity</li> <li>4. Wet down materials to prevent dust</li> <li>5. Use dust sheets where applicable</li> <li>6. Use dust netting around construction works where applicable</li> </ol>	1	4	4
H013	Overhead Power Lines	Vehicles striking overhead power lines	Operatives	2	5	10	<ol style="list-style-type: none"> <li>1. Undertake on-site risk assessment</li> <li>2. No loading or unloading if overhead cables in vicinity</li> <li>3. No work should be undertaken within 15 metres of overhead lines on steel towers, or within 9 metres of wood, concrete or steel poles using the Lorry loader or mobile crane.</li> </ol>	1	5	5
H014	Environmental - Oil Pollution	Spillages of oil and effluent from vehicles or plant causing damage to the environment	Operatives / Environment / Members of the public	4	3	12	<ol style="list-style-type: none"> <li>1. Any defects to be reported and the plant/vehicle removed from use until repaired.</li> <li>2. Before effecting further action ensure use of appropriate PPE as required through referral to this risk assessment.</li> <li>3. Immediately contain and thereafter clean up any spills.</li> <li>4. Report immediately to the supervisor/compliance manager and the client emergency contact.</li> <li>5. Oil Spill kits provided on vehicles</li> <li>6. Any waste materials to be disposed of at licensed disposal facilities</li> </ol>	1	3	3

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H015	Environmental - Re-fuelling	Refuelling Diesel units	Water Courses/ surrounding environment	4	3	12	1. All diesel pumps must be refuelled using a funnel in to the neck of tank 2. absorbent mats to be deployed around neck to catch all spills/ splashes 3. Generators and units to be put on spill tray 4. Clean up any spills 5. All waste to be disposed of a licensed facility	1	3	3
H016	Environmental - Spills	Oil/ Chemical spills, Small amounts of oil can be released if seal on pump is compromised.	Water Courses/ surrounding environment	3	3	9	1. Any defects to be reported and the faulty equipment suspended from use until repaired/replaced as appropriate. 2. Before effecting further action ensure use of appropriate PPE as required through referral to this risk assessment. 3. Immediately contain and thereafter clean up any spills. 4. Engineers have access to spill kits. 5. Report immediately to the supervisor/compliance manager and the client emergency contact. 6. All waste oil to be disposed of a appropriate facility 7. All hazardous waste to be removed from site under consignment note	1	3	3
H017	House Keeping	Poor Housekeeping - slips and trips and poor underfoot conditions. Potential for bruising and fractures from fall.	Operatives and visitors	3	3	9	1. Engineers are instructed to undertake site based risk assessment and ensure that any site rules / requirements are applied. 2. Good housekeeping standards are to be maintained at all times. 3. Do not block pedestrian routes. 4. If weather conditions deteriorate e.g. heavy snow, then consider suspending operation. 5. Staff wear Safety Footwear on site at all times. 6. Site to be left tidy and all tools and equipment removed on completion of the work.	1	3	3
H018	Incident/Near Miss/ Assault	Accident whilst at work undertaking your duties or a near miss incident.	Operatives / members of the public	1	3	3	1. Never put yourself in danger 2. Call emergency services if required 3. Staff are instructed to notify their manager as soon as possible if an incident/near-miss occurs at work - whether it is an employee or member of the public or involves 3rd party property. 4. Managers follow the Accident/Incident reporting procedure and complete the necessary forms.	1	3	3

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H019	Lone Working	Implications of lone working, violence and abuse from members of the public	Operative	2	4	8	<ol style="list-style-type: none"> <li>1. Information given to Lone workers on the risks</li> <li>2. Walk away from threatening situations and report to line manager</li> <li>3. Drivers to call in first thing, keep in regular contact and sign off at the end of the job</li> <li>4. Tracker system installed in operational vehicles and monitored by office staff</li> </ol>	1	4	4
H020	Manual Handling - Equipment	Handling Tools and manoeuvring access equipment. Potential for strain and stress injuries.	Operatives	3	3	9	<ol style="list-style-type: none"> <li>1. Regular Manual Handling Training provided.</li> <li>2. Use lifting aids if available (Trolleys, sack barrows, pallets truck) when moving equipment</li> <li>3. Only use material handling equipment if trained to do so</li> </ol>	1	3	3
H021	Manual Handling - Heavy Objects	Lifting heavy objects	Operatives	3	3	9	<ol style="list-style-type: none"> <li>1. All staff are trained in correct Manual Handling Techniques,</li> <li>2. Manual Handling is to be avoided where possible and use of mechanical aids where appropriate, always obtain help with heavy or awkward objects as per Manual Handling Training</li> <li>3. Good house keeping maintained on site.</li> <li>4. Use lifting aids if available (Trolleys, sack barrows, pallets truck)</li> <li>5. Only use Forklifts and MEWPS if trained</li> </ol>	1	3	3
H023	Moving plant and equipment	Struck by moving plant	Operatives and other site personnel	2	4	8	<ol style="list-style-type: none"> <li>1. On entry to site adhere to site rules and book in as required.</li> <li>2. Ensure inducted if so required and report to site controller</li> <li>3. If moving plant and equipment is operational in close proximity all personnel are to wear HI Visibility clothing</li> <li>4. The site is to be protected by barriers and signage</li> <li>5. Reversing vehicles are to be assisted</li> <li>6. Reversing vehicles to be fitted hazard warnings</li> <li>7. Use designated walkways</li> </ol>	1	4	4

# Risk Assessment



Ref	Hazards / Tasks / Activity / Aspect	Nature of Risk /Impact (Consequence - What could happen and to whom?)	WHO WILL BE AFFECTED?	L	S	R (risk rating uncontrolled)	Current Control Measures In Place <i>(Consider Hierarchy of Controls - Elimination, Substitution, Engineering Controls, Approved Codes of Practice (APOC), Safety Systems of Work (SSOW), Training Minimum Standards, Competency Assessments and Relevant &amp; Regular TBT's, Signage/Warnings and/or Administrative Control /Discipline, Site Safety Tours and Audits and finally PPE)</i>	L	S	R (risk rating controlled)
H024	Noise	Noisy equipment and/or working environment causing noise induced hearing loss	Operatives	2	4	8	<ol style="list-style-type: none"> <li>Hearing protection to be used when operating with either noisy equipment or environment.</li> <li>The company will undertake regular noise assessment and shall take measure as follows.</li> <li>Where noise is greater than 80dBA then staff shall be informed and hearing protection will be mandatory. Work time within the area shall be minimised with all unnecessary persons excluded from the area.</li> <li>Operatives to be given information on the effects of noise induced hearing loss</li> <li>Vehicle and/or plant defects impacting on noise levels to be reported and taken out of service until cause is repaired and noise level reduced.</li> <li>Occupational based medicals are provided.</li> <li>Policy of purchasing low noise equipment is promoted.</li> </ol>	1	4	4
H025	Sharp Edges and Objects	Cuts and Abrasions from sharp objects or edges that can be found on site or equipment	Operatives	3	3	9	<ol style="list-style-type: none"> <li>Undertake onsite risk assessment</li> <li>Ensure skin is covered even in hot weather</li> <li>Cut protection gloves to be used appropriate to the task</li> <li>First aid kits to be carried at all times</li> <li>Cover all cuts and abrasions with water proof plasters</li> </ol>	1	3	3
H026	Slips trips and falls	Equipment left lying around causing a slip/trip/fall which could result in significant injury	Operatives / Members of the public	3	4	12	<ol style="list-style-type: none"> <li>Barriers/signs to be erected to protect against trips from laid hoses</li> <li>Good house keeping maintained on site.</li> <li>Any spillages to be cleaned up immediately</li> <li>PPE to be worn including safety footwear</li> <li>Make safe slippery, icy areas</li> </ol>	1	4	4
H028	Work at Height - Access to loaded plant	Falls from height whilst accessing plant cabs	Drivers	3	4	12	<ol style="list-style-type: none"> <li>wear fall arrest harness and block and attach to vehicle</li> <li>Always maintain 3 points of contact on access equipment</li> <li>Do not jump or try and access equipment that is out of reach</li> <li>Use additional access equipment of required and available</li> </ol>	1	4	4

# Risk Assessment



Ref	Hazards / Tasks / Activity / Aspect	Nature of Risk /Impact (Consequence - What could happen and to whom?)	WHO WILL BE AFFECTED?	L	S	R (risk rating uncontrolled)	Current Control Measures In Place <i>(Consider Hierarchy of Controls - Elimination, Substitution, Engineering Controls, Approved Codes of Practice (APOC), Safety Systems of Work (SSOW), Training Minimum Standards, Competency Assessments and Relevant &amp; Regular TBT's, Signage/Warnings and/or Administrative Control /Discipline, Site Safety Tours and Audits and finally PPE)</i>	L	S	R (risk rating controlled)
H029	Working in the highway	Road traffic accident / struck by moving vehicle	Operatives / Members of the public	3	5	15	<ol style="list-style-type: none"> <li>1. Only trained staff to work in the highway (to NRSWA signing lighting and guarding standards)</li> <li>2. Traffic management to be undertaken as per the code of practise</li> <li>3. TM plan to be in place prior to commencement of work</li> <li>4. Guard work area with vehicles where possible</li> <li>5. All staff to wear hi-vis clothing</li> <li>6. Flashing beacons and lights to be used by vehicles</li> <li>7. In poor weather conditions work should be suspended.</li> </ol>	1	5	5
H030	Hygiene at Work	Potential for infections or disease related issues from working with contaminated water or sewage	Operatives / Members of the public	3	4	12	<ol style="list-style-type: none"> <li>1. The Employer will provide access to free vaccinations in line with current policy and record and review to ensure effective protection to employees.</li> <li>2. Where such vaccination is either not current or refused then duties will be adjusted to mitigate exposure as part of the work plan.</li> <li>3. Use safe systems of work and wear the protective equipment that is provided.</li> <li>4. Report damaged equipment, remove from service, quarantine and get it repaired/replaced as appropriate.</li> <li>5. Avoid becoming contaminated with sewage.</li> <li>6. Avoid breathing in sewage spray.</li> <li>7. Do not touch your face or smoke, eat or drink, unless you have washed your hands and face thoroughly with soap and water or sterile wipes.</li> <li>8. Cleanse all exposed wounds, however small, and cover with a sterile waterproof dressing.</li> <li>9. Change out of contaminated clothing before eating, drinking or smoking.</li> <li>10. If you suffer from a skin problem, seek medical advice before working with sewage.</li> <li>11. Clean contaminated equipment on site. Do not take contaminated clothing home for washing. Your employer will deal with this.</li> </ol>	1	4	4