

Oil Salvage Ltd Risk Assessment Form

Reference Number	RA03	Version	1.3	Assessors Name	Gareth Perry
Work Operation/Activity Description	Road Tanker Collections and Deliveries			Position	EHS Compliance Manager
Location	Lyster Road, Customer Sites			Signature	
Assessment Date	28 Apr 20			Review Date	28 Apr 23
Approved By	Mitch Vernon			Date	30 Apr 20

Persons at Risk (tick appropriate boxes)

Employee	✓	Visitor/Contractor	✓	General Public		Young Person	
Pregnant Person		Disabled Person		Lone Worker		Other	

Sharp surface / object.	✓	Other work nearby	✓	Fire or explosion	✓	Noise	✓
Moving machinery.	✓	Confined spaces		Manual Handling	✓	Hazardous Energy Source <small>(i.e. hydraulics, compressed air, liquids/gases)</small>	
Asphyxiation		Repetitive Strain		Pressure systems	✓	Vibration	
Chemical hazards (inc Dust)	✓	Suspended loads		Restricted access.		Struck by moving object	✓
Biological Hazards	✓	Hot/Cold Surfaces	✓	Work at heights	✓	Violence	✓
Use of Tools	✓	Electricity	✓	Vehicle movements	✓	Hot Work	
Trips / Slips / Falls	✓	Air Conditioning		Stress		Other (describe below)	

PPE Requirements

Hands	Feet	Body	Hearing	Respiratory	Eyes	Hi Visibility	Head
Red Mechanical BS EN 388	Safety Boots EN ISO 20345 S3	EN ISO 11611 EN ISO 11612	If requested by the customer EN 352	If requested by the customer P2 or P3	Safety Glasses EN166-F	Overalls provide EN 471 class 3	If requested by the customer

OIL SALVAGE LTD

WASTE OIL RECOVERY SPECIALISTS

Remedial Actions	Owner	Completed

OIL SALVAGE LTD

WASTE OIL RECOVERY SPECIALISTS

Hazards Associated with Activity/Operation		Control Measures		
No	Description	Persons at risk	Existing Control Measures	Proposed additional Control Measures
1	<p>Slip Trips and Falls</p> <ul style="list-style-type: none"> - Fractures, bruising, strains and sprains from slips, trips and falls due to spilt substances or lying objects 	<p>Employees Customers General Public</p>	<p>Driver to assess the condition of the sites floor on arrival checking for wet patches, ice, spills and uneven ground. Correct safety foot ware to be worn, drivers to inspect PPE to ensure safety shoes are in good condition. Route to be cleared before flexi hose is routed and connected. Flexi hose is to be coned off at Lyster Road to prevent pedestrians tripping over the hose. Transfer operation is to be marshalled by the driver and site employees (if required by site rules). Where a clear route cannot be made this should be reported back to the office for further information.</p>	<p>None Required</p>
2	<p>Manual Handling</p> <ul style="list-style-type: none"> - Acute and chronic musculoskeletal injuries form poor manual handling techniques involved when handling flexi hoses 	<p>Employees</p>	<p>Manual handling training provided at induction including how to complete a TILE assessment. New drivers complete one to one training with an experienced driver before they complete solo jobs. Drivers to seek assistance if required. Drivers must not take shortcuts to save time. Drivers are not to forcefully pull on pipes to remove snags.</p>	<p>None Required</p>

OIL SALVAGE LTD

WASTE OIL RECOVERY SPECIALISTS

Hazards Associated with Activity/Operation		Control Measures		
No	Description	Persons at risk	Existing Control Measures	Proposed additional Control Measures
3	<p>Driver Fatigue</p> <ul style="list-style-type: none"> - Serious injuries or fatalities from RTA caused by fatigued driver 	<p>Employees Customers General Public</p>	<p>Drivers to take breaks in line with their Tachograph card.</p> <p>Shift patterns designed to minimise the risk of driver fatigue.</p> <p>Driver job cards designed to minimise driver's daily workloads.</p> <p>Drivers are to report any prescription medication that may affect their ability to drive.</p>	
4	<p>Vehicle Movements</p> <ul style="list-style-type: none"> - Fatality and serious injury from vehicle collisions involving pedestrians 	<p>Employees Customers General Public</p>	<p>Designated loading area on site.</p> <p>Hi Visibility clothing to be worn by all personnel in the yard (overalls for drivers and yard operatives, HI visibility jackets / vest for office staff, minimum class 2).</p> <p>5 MPH speed limit on site.</p> <p>Only licenced operators to use FLT's on site.</p> <p>Reversing cameras fitted to newer vehicles.</p> <p>Audible reversing alarms fitted to all vehicles.</p> <p>Awareness training given to all on site personnel.</p> <p>Drivers are required to follow all signage on customer sites.</p> <p>When visiting customer sites drivers to seek guidance and undertake any site inductions required.</p> <p>Area well lit.</p>	

OIL SALVAGE LTD

WASTE OIL RECOVERY SPECIALISTS

Hazards Associated with Activity/Operation		Control Measures		
No	Description	Persons at risk	Existing Control Measures	Proposed additional Control Measures
5	<p>Working at Height</p> <ul style="list-style-type: none"> - Fatality or serious injury could result from a fall from the cab or from the top of tankers (approx. 3 meters) - Injuries could result from items falling from height onto people below. 	Employees	<p>Drivers must use 3 points of contact and use hand holds when accessing and disembarking the cab.</p> <p>Pre use vehicle checks completed daily.</p> <p>Drivers to check the access ladder before use.</p> <p>Drivers to use 3 points of contact when accessing the top of the tanker.</p> <p>Hand rails are to be erected at all times when the driver is on top of the tanker.</p> <p>Access to the top of the tanker is only required for infrequent, light work (inspection and sampling).</p> <p>Drivers to keep the walkways on the tankers clear of debris and clean up any spillages immediately.</p> <p>Vehicles are regularly cleaned to remove oil, grease and other contaminants.</p>	None Required
6	<p>Contact with Chemicals (waste oils, PFO)</p> <ul style="list-style-type: none"> - Contact / exposure 	Employees Customers General Public	<p>COSHH assessments and MSDS available for chemicals transported.</p> <p>Drivers to wear the correct issued PPE during transfer of liquids (overalls, safety shoes, safety glasses and gloves).</p> <p>Spill kits carried by drivers.</p> <p>Drivers are to wear any additional PPE / RPE that are required by customers (follow any signage and instruction).</p> <p>Eye wash is available in all vehicles.</p> <p>All drivers ADR trained.</p>	None Required

OIL SALVAGE LTD

WASTE OIL RECOVERY SPECIALISTS

Hazards Associated with Activity/Operation		Control Measures		
No	Description	Persons at risk	Existing Control Measures	Proposed additional Control Measures
7	<p>Inclement Weather</p> <ul style="list-style-type: none"> - Exposure and associated illness from exposure to inclement weather. 	Employees	<p>Waterproofs issued to drivers.</p> <p>All cabs fitted with overnight heating system and air conditioning.</p>	None Required
8	<p>Driving</p> <ul style="list-style-type: none"> - Fatalities and serious injuries from road traffic accidents to other road users and pedestrians due to defective vehicle, untrained drivers and weather conditions 	<p>Employees</p> <p>Customers</p> <p>General Public</p>	<p>All drivers hold the relevant licence for the class of vehicle they are driving.</p> <p>CPC cards up to date and monitored</p> <p>Regular driver licence checks conducted through a 3rd party specialist supplier including medical dates.</p> <p>Vehicles inspected every 6 weeks for defects by the garage.</p> <p>Driver daily pre use vehicle checks completed, defects reported.</p> <p>Mobile phones not to be used while driving.</p> <p>All vehicles fitted with dimension / weigh information.</p> <p>All vehicles subjected to annual MOT.</p> <p>All tankers subjected to annual MOT. Pressure testing completed in line with legal requirements.</p> <p>Windscreens and windows to be kept clear and not obstructed by any items.</p> <p>Site gritted on a regular basis in icy conditions.</p> <p>Extreme weather monitored and transport cancelled in extreme weather conditions.</p> <p>Vehicles not to exceed load capacity weighbridge (on site), load indicators and plaques fitted.</p>	None Required

OIL SALVAGE LTD

WASTE OIL RECOVERY SPECIALISTS

Hazards Associated with Activity/Operation		Control Measures		
No	Description	Persons at risk	Existing Control Measures	Proposed additional Control Measures
10	<p>Lone Working</p> <ul style="list-style-type: none"> - Injuries being exacerbated by a driver unable to get help, violence and attacks on drivers 	Employees	<p>Vehicles are tracked and collection routes known and monitored by the office.</p> <p>Truck stops and service stations used for overnight stops.</p> <p>Drivers will only visit commercial sites information collected about sites during initial contract set up.</p> <p>Mobile phones issued to drivers and regular contact is made between office and driver.</p> <p>Drivers instructed not to enter into confrontational encounters any issues with collections to be dealt with by the office.</p>	None Required
11	<p>Fire</p> <ul style="list-style-type: none"> - Burns / smoke inhalation from fires started by ignition of fluids, vehicle electrical faults, static discharge from transferring low flashpoint liquids $\leq 55^{\circ}\text{C}$ (some Gas Oils and Kerosene) 	<p>Employees</p> <p>Customers</p> <p>General Public</p>	<p>All vehicles serviced on a regular basis.</p> <p>Powder extinguishers provided on all vehicles.</p> <p>All drivers trained in actions to take in the event of a fire.</p> <p>Smoking prohibited on site and within all company vehicles.</p> <p>Drivers to make themselves aware of escape routes and assembly points on customer sites and undertake any inductions required.</p> <p>Flame retardant overalls issued and to be worn during transfer.</p> <p>Cabs to be kept clean and tidy rubbish is to be removed at frequent intervals.</p> <p>Cab overnight heater vents to be kept clear at all times.</p> <p>Earth cable fitted to tankers, to be attached to customer's ground point.</p>	None Required

Hazards Associated with Activity/Operation		Control Measures		
No	Description	Persons at risk	Existing Control Measures	Proposed additional Control Measures
12	<p>Other work nearby to transfer operation.</p> <ul style="list-style-type: none"> - Fatalities and serious injuries from vehicles (trucks, plant, FLT's etc.), machinery and pedestrians in close contact - Unfamiliarity with customer sites 	<p>Employees Customers General Public</p>	<p>Good communication required between driver and site host. Drivers to park in designated areas as directed by site information / host. Driver to request transfer area to be demarcated by host if required. Transfer marshalled by driver and site host if required. Driver to report any unsafe conditions found at customer sites to the office for further advice. Driver is to follow all signage and instruction whilst on customer sites. Drivers to attend any inductions that are requested by the customer. Drivers wear PPE as a minimum Hi Visibility overalls, safety shoes and safety glasses (additional PPE may be required as indicated by site signage). Routes designed to keep drivers in the same area so they are familiar with the sites they visit.</p>	<p>None Required</p>
13	<p>Contact with moving machinery</p> <ul style="list-style-type: none"> - Serious injuries from entanglement and drawing in from rotating shafts and motors 	<p>Employees Customers General Public</p>	<p>Moving parts guarded against entanglement. Drivers undertake pre use inspection of vehicle. Drivers wear coveralls to prevent items of loose clothing getting caught within machinery. Drivers with long hair styles must ensure hair is tied up to avoid contact with machinery.</p>	<p>None Required</p>

OIL SALVAGE LTD

WASTE OIL RECOVERY SPECIALISTS

Hazards Associated with Activity/Operation		Control Measures		
No	Description	Persons at risk	Existing Control Measures	Proposed additional Control Measures
14	<p>Refuelling</p> <ul style="list-style-type: none"> - Contact / exposure with chemicals (Diesel), spills, fire 	<p>Employees Customers General Public</p>	<p>COSHH assessment for diesel provided. Diesel pump and nozzle to be used when filling fuel tank. Foam fire extinguishers available. Overflow protection on fuel pump Spill kits available on site. On site pump receives annual service and maintenance.</p>	<p>None Required</p>
15	<p>Flexi Hoses</p> <ul style="list-style-type: none"> - Associated injuries and environmental risks from damaged / rupturing flexi hoses 	<p>Employees Customers General Public</p>	<p>Flexi hoses to be visually inspected by drivers before use. Drivers are to ensure hoses are routed as to avoid being run over by vehicles. Drivers are to ensure flexi hoses are securely fastened to vehicles when not in use. After transfer Drivers are to ensure flexi hoses are allowed to return to their resting state before being stored on the vehicles.</p>	<p>None Required</p>
16	<p>Risk of infection through breathing in virus or through mucus pathways by:</p> <ul style="list-style-type: none"> - Contact with infected person (coughs, sneezing) - Contact with surfaces (hands pick up virus then touching face) 	<p>Employees Customers General Public</p>	<p>Information supplied to drivers about:</p> <ul style="list-style-type: none"> - Hand washing. - Catch it, kill it bin it. - Keeping surfaces clean (work areas, computer equipment and phones). - Symptoms. - Social distancing. <p>Procedures for signing off digital consignment notes. (Drivers will take host name and sign C-19 in the phone app) Procedures in place for action to take in the event of a case at Oil Salvage Ltd. Drivers issued with alcohol wipes and hand sanitizer.</p>	<p>None Required</p>

