


Oil Salvage Ltd Risk Assessment Form

Reference Number	RA04	Version	1.3	Assessors Name	Gareth Perry
Work Operation/Activity Description	Collection of Garage Waste using Box Vans		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	<input checked="" type="checkbox"/>	Visitor/Contractor	<input checked="" type="checkbox"/>	General Public	<input type="checkbox"/>	Young Person	<input type="checkbox"/>
Pregnant Person	<input type="checkbox"/>	Disabled Person	<input type="checkbox"/>	Lone Worker	<input type="checkbox"/>	Other	<input type="checkbox"/>

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

Infection from COVID – 19 Virus

PPE Requirements

Hands	Feet	Body	Hearing	Respiratory	Eyes	Hi Visibility	Head
Green Chemical BS EN 374	Safety Boots EN ISO 20345 S3	EN ISO 11611 EN ISO 11612	If requested by the customer EN 352	If Required by the Customer P2 or P3	Safety Glasses EN166-F	Overalls provide EN 471 class 3	If Required by the Customer

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Remedial Actions	Owner	Completed

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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 waste is moved to the box van. Tail lift to be kept clean and clear any damage to the surface to be reported. Spills to be cleared immediately. Where a clear route cannot be made this should be reported back to the office for further information.</p>	None Required
2	<p>Manual Handling</p> <ul style="list-style-type: none"> - Acute and chronic musculoskeletal injuries form poor manual handling techniques involved when loading and unloading box vans 	<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. Lifting aids are provided in the box vans these include Pallet Trucks, barrel lifters and tail lifts, these aids must be used Labelled wheelie bins are provided to customers to ensure waste is easily transportable. Drivers to seek assistance if required.</p>	None Required

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3	Driver Fatigue - Serious injuries or fatalities from RTA caused by fatigued driver	Employees Customers General Public	Drivers to take breaks in line with their Tachograph card. Shift patterns designed to minimise the risk of driver fatigue. Driver job cards designed to minimise the drivers daily workloads. Drivers are to report any prescription medication that may affect their ability to drive.	
4	Vehicle Movements - Fatality and serious injury from vehicle collisions involving pedestrians	Employees Customers General Public	Designated loading area on site. 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). 5 MPH speed limit on site. Only licenced operators to use FLT's on site. Reversing cameras fitted to newer vehicles. Audible reversing alarms fitted to all vehicles. Awareness training given to all on site personnel. When visiting customer sites drivers to seek guidance and undertake any site inductions required. Area well lit.	

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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 tail lift - 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>Tail lifts must be kept clean and free from rubbish and debris.</p> <p>Tail lifts undergo LOLER inspections every 6 months.</p> <p>Pre use vehicle checks completed daily</p> <p>Drivers to ensure that there is space to move when items are loaded onto the tail lift.</p> <p>Drivers must not exceed the SWL for the tail lift.</p> <p>Drivers must ensure the area below them is clear when lowering the tail lift</p> <p>Items must be placed away from the edges of the tail lift when raising or lowering.</p> <p>Drivers must not let members of the public ride on the tail lifts.</p>	None Required
6	<p>Refuelling</p> <ul style="list-style-type: none"> - Contact / exposure with chemicals (Diesel), spills, fire 	<p>Employees</p> <p>Customers</p> <p>General</p> <p>Public</p>	<p>COSHH assessment for diesel provided.</p> <p>Diesel pump and nozzle to be used when filling fuel tank.</p> <p>Foam fire extinguishers available.</p> <p>Overflow protection on fuel pump</p> <p>Spill kits available on site.</p>	None Required
7	<p>Load Securing</p> <ul style="list-style-type: none"> - Crush injuries and spillages caused by loose loads 	<p>Employees</p> <p>Customers</p> <p>General</p> <p>Public</p>	<p>Loads to be secured with straps prior to transportation.</p> <p>Loads to be checked by drivers on a regular basis.</p>	

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8	<p>Contact with Chemicals (waste oils, antifreeze, battery acid, mercury)</p> <ul style="list-style-type: none"> - Contact / exposure 	<p>Employees Customers General Public</p>	<p>COSHH assessments and MSDS available for chemicals transported</p> <p>Drivers to ensure containers are closed, lids tight and not leaking before removing them from customer's sites.</p> <p>Drivers to wear the correct issued PPE when handling chemicals and waste (overalls, safety shoes, safety glasses and gloves).</p> <p>Batteries are to be transported in the battery boxes, drivers must check that there are no fluids leaking before loading.</p> <p>Fluorescent tubes are to be stored in the correct boxes these are for undamaged tubes only drivers are to check there are no broken or other glass waste.</p> <p>All containers must be correctly labelled before loading.</p> <p>Spill kits carried by drivers.</p> <p>ADR kits carried by qualified drivers.</p>	None Required
9	<p>Driving</p> <ul style="list-style-type: none"> - Fatalities and serious injuries from road traffic accidents to other road users and pedestrians 	<p>Employees Customers 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.</p> <p>Driver daily pre use vehicle checks completed, defects reported.</p> <p>Mobile phones not to be used while driving.</p>	None Required

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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 regular contact 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 fire 	<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>All drums to be sealed when being transported.</p> <p>Antistatic overalls issued and to be worn when handling waste.</p>	None Required

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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>

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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>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>