



Risk Assessments

For

O'Toole Composting Ltd

**Waste Management Specialists, Composting,
Civic Amenity, Skip Hire & Waste Transfer
Station**

**BALLINTRANE,
FENAGH,
CO. CARLOW**

May 2023

PLANT ISOLATION PROCEDURE

PLANT ISOLATION PROCEDURE

In the event of work needing to be carried out on any plant, such as the Spreading or Screening plant, conveyors, mobile plant the following procedure must be followed.

When a guard must be removed or a lockage needs to be cleared this requires a risk assessment and a lockout to be carried out. Notify all affected personnel that a lockout is required.

- Identify plant to be worked on and the isolation required.
- Isolate plant at Master Switch on panel with Plant Lock/pad lock if possible. If this is not possible remove the ignition key/key in the e-stop and the master switch itself and place key and master switch in your pocket.(the pocket of the person carrying out the work)
- After locking off the switch the plant must be tested by attempting to start equipment on the control panel, or by whatever method it is usually started.
- Release stored energy where applicable i.e: compressed air, hydraulic pressure.
- Also lock the door of the control room and place key in your pocket.
- Always check the risk assessment before commencement of work in this high risk area.
- When above conditions are met work may commence.
- If the job requires the lockout to be interrupted for testing etc. the procedure must start over again.
- When the work is done only the person who puts on a lock must take it off.
- Ensure all guards are replaced
- Ensure that all tools, materials and equipment are removed from the work area.
- MAKE SURE EVERYONE IS CLEAR OF THE DANGER AREA BEFORE RE-STARTING.
- The plant can now be operated.

Isolation

Isolation and lockout of equipment is required prior to carrying out maintenance or cleaning. It is your responsibility to ensure your safety and the safety of others. The following procedures must be adopted:

- Guards must never be removed from machinery unless the plant is fully Isolated and locked out. Guards must be replaced on completion of the task. Persons removing guards should also replace same. The supervisor must be advised of any missing guards.
- Blockages must not be cleared unless the plant is switched off and isolated. Safe access must be obtained when working on plant ensure walkways are cleared.
- For electrically powered equipment, isolation is achieved by either switching out the control panel/isolator or removing the relevant fuses. A lock and tag system as described below must be implemented. A "Maintenance in Progress" sign must be hung on the affected equipment.
- For maintenance involving entering the machine, the door of the electrical control panel should be locked by the fitter/operative and the key retained by him or the Foreman. If this is not possible, the relevant fuses should be removed and retained by the fitter and the

“Maintenance in Progress” sign hung over the starter. **The permission of the fitter must be obtained before starting any equipment being operated on by him.**

- Pneumatic/hydraulic power supplies should ideally be isolated electrically at source and any residual pressure in pipelines or pressure vessels should be vented/drained and a length of pipe or fitting removed, so that there is a physical gap in the pipeline.
- Mobile plant should be isolated by switching off the machine and removing the key. The person performing the maintenance should retain the key. An “Out of Order” sign should be hung on the relevant machine.
- If a ‘Do not Start’ card is hanging on a piece of equipment or machinery, it must only be removed by the person who placed it there.
- Persons entering bins/hoppers must notify the person operating the plant. Access to the bin must be prevented by means of barriers across the ramp. These may be traffic cones/barrels or hazard tape or a combination of these.
- The advice of the Foreman or fitter should be obtained if in doubt over the isolation of a particular piece of equipment.
- **ALWAYS CHECK- NEVER TAKE CHANCES. NEVER ASSUME THAT SOMEONE ELSE HAS ISOLATED THE MACHINERY. YOU ARE RESPONSIBLE FOR YOUR OWN SAFETY.**

Hazard Identification

The Company recognises that its activities may present Health and Safety Risks and shall identify the area where control measures are required.

Purpose and Function:

The purpose and function of risk assessment may be expressed as follows:

To identify hazards in the workplace.

- A hazard is anything with the potential to cause harm to employees or others, including members of the public. This includes injury and ill health, loss of production and damage to plant, goods, property or the environment.
- The workplace, operations, tasks and processes need to be examined for foreseeable hazards.

To assess and evaluate the risk from the hazard.

- "Risk" is the likelihood that the harm from a particular hazard is realised.
- Risk is expressed as: Likelihood of Occurrence x Hazard Severity
- The company must identify the potential of the hazard being realised, and the potential consequences if the risk occurred.

Development of Preventative / Control measures

- Examine the existing measures in place to control the risk and assess
- Develop further measures to eliminate or reduce the exposure to the risk.

4.2 General Principles of Prevention

The General Principles of Prevention as outlined in the Safety, Health and Welfare at Work Act 2005 schedule 3 must be applied when assessing and developing preventative measures and include;

1. The avoidance of risks

2. The evaluation of unavoidable risks.
3. The combating of risks at source.
4. The adaptation of work to the individual, especially as regards the design of places of work, the choice of work equipment and the choice of systems of work, with a view, in particular, to alleviating monotonous work and work at a predetermined work rate and to reducing the effect of this work on health
5. The adaptation of the place of work to technical progress.
6. The replacement of dangerous articles, substances or systems of work by safe or less dangerous articles, substances or systems of work.
7. The giving of priority to collective protective measures over individual protective measures.
8. The development of an adequate prevention policy in relation to safety, health and welfare at work, which takes account of technology, organisation of work, working conditions, social factors and the influence of factors related to the working environment. The giving of appropriate training and instructions to employees.

4.3 Ranking Risks

In order to ensure that hazards with the greatest risks are addressed first it is necessary to be able to rank those risks.

The method chosen for Risk Assessment is descriptive. Two factors were taken into consideration for the Assessment of each risk.

(Likelihood of Occurrence and Consequence of Occurrence)

LIKELIHOOD OF OCCURRENCE	CONSEQUENCE OF OCCURRENCE
Never	Trivial
Rarely	Minor Injuries, e.g. Cuts and Bruises
Occasionally	Med Injury, e.g. Burn, Cut requiring stitches
Often	Major - Breakage of limb / Serious back injury
Always	Death / Loss of one or more limbs

Once hazards are assessed in terms of likelihood and consequence a risk level can be expressed.

Risk level = Likelihood x Consequence

he table below illustrates the level of risk is determined as follows:

Likelihood	Consequence				
	Trivial	Minor injury	Med injury	Major injury	Death
Never	LOW	LOW	LOW	MED	MED
Rarely	LOW	LOW	LOW	MED	HIGH
Occasionally	LOW	MED	MED	HIGH	HIGH
Often	MED	MED	HIGH	HIGH	HIGH
Always	MED	MED	HIGH	HIGH	HIGH

The actions to be taken at this stage are documented in the table below.

RISK LEVEL	ACTION AND TIMESCALE
LOW	No immediate action required but should be assessed again after a 6-month interval.
MED	<p>Efforts must be made to reduce the risk, but the cost of prevention should be carefully measured. Risk reduction measures should be implemented within a defined time period</p> <p>Where the Med risk is associated with extremely harmful consequences, further assessment may be necessary to establish more precisely the likelihood of harm as a basis for determining the need for improved control measures.</p>
HIGH	Work should not be started until the risk has been reduced. Considerable resources may have to be allocated to reduce the risk. Where the risk involves work in progress, urgent action should be taken. If it is not possible to reduce the risk even with unlimited resources, work has to remain prohibited.

4.4 The Risk Assessment Form

There is a need to assemble all the pertinent information regarding the Risks and Hazards of the task being assessed in one place. The Risk Assessment Form is used so that it can act as an aid to making the assessment and create a written record of that assessment process. It is largely self-explanatory. The person carrying out the assessment should complete the various boxes. Do not be concerned with the trivial. The whole picture of the real hazards of the task should then be clear. Each hazard will then require a corresponding control measure that will realistically reduce the likelihood of that hazard-causing harm. Once each hazard has been controlled and the likelihood reduced then you may assess that the risk is acceptable. Risk Assessment is not an end in itself. It is simply a tool that allows the Company to evaluate dangers to their work force and consequently take suitable measures to protect them from these hazards. Because the workplace is constantly moving it will be necessary to reassess whenever there is a change to any of the significant points of the assessment. This might be a change of personnel, location, equipment, supervision, weather and so on.

In accordance Safety, Health and Welfare at Work Act 2005, section 9, information for employees – risk assessments and safe operating procedures may be combined as RAMS (Risk Assessment Method Statement) documents.

All Tasks must be risk assessed where generic risk assessments do not cover all hazards the following (or similar) document must be completed.

Risk Assessment Book

**Think Safety
Work Safely**



STOP and THINK before you start

- Has anything changed?
- Are others aware of my actions?

ISOLATION – LOTO (Lockout, Tagout, Confirm)

- Identify each item of plant which must be isolated.
- Isolate each item using the local or central switch gear. Attach a personal lock and tag to each isolator you have switched off.
- Return to the control room and ask the operator to attempt to start the equipment.
- Press the emergency stop buttons as a further security.
- Carry out the maintenance work. When task is completed, reinstate guards and check the machinery is safe to put back into service.
- Remove locks / tags and restore power to machinery.

Padlocks and tags can only be removed when;

- All safety guards are back in place
- All workers are positioned safely for start up
- The machine is ready and safe for operation

TRIP WIRES, EMERGENCY STOPS & SENSORS DO NOT PROVIDE ISOLATION

PPE – High-Vis, Safety Boots mandatory. Additional PPE may be required such as Safety Glasses or Safety Goggles, Gloves etc.

Work at heights – Lone Working when using a safety harness is prohibited. Work at Heights training required for harness users.

MOBILE PLANT – Do not operate mobile plant unless you are certified or you are being trained.

<i>Stop And Think Risk Assessment</i>			
<ul style="list-style-type: none"> Stop Look Walk Around Identify The Hazard Can I Do the job Safely 	<ul style="list-style-type: none"> Think The Task Through Control & Communicate 		
<div style="display: flex; justify-content: space-between;"> Plant _____ Date _____ </div> <div style="margin-top: 10px;"> Site Location _____ </div> <div style="margin-top: 10px;"> Task _____ _____ </div>			
Isolation Necessary	Y/N	PPE/Equipment	Y/N
Electrical		High Vis Clothing	
Mechanical		Safety Footware	
Pneumatic		Safety Helmet	
Hydraulic		Eye Protection	
Gravitational		Hearing Protection	
		Dust Protection	
Comments/Observation		Face Protection	
		Hand Protection	
		Other PPE	
		Additional Controls	
		Relevant Training	
		Fire Extinguishers	
		Pad lock/ HASP for isolation	
		Certified Mechanical aids for lifting	
		SWL adhered to. Lift plan	
		Safe Working Platform	
		Suitable Safe Working Equipment	
		Body Props	
Signatures of persons carrying out the works			
Print Name	Signatures		

Permit to work Required	Yes	NO	Please Tick box
Hazards:	Y/N	CONTROL MEASURES	Tick
Failure to wear PPE		Guardrails / Barriers	
Manual Handling		MEWP	
Slips, Trips and Falls		Ladder – secured	
Safe Access & Egress		Safety Harness & Lanyard/ training	
Falls From Height		Life Jacket and Lifebuoys	
Accidental Startup		Fire Extinguishers / training	
Lone Working		Lifting equipment certified	
Entrapment		Manual handling training / aids	
Lifting Equip Failure		Manage gas safety / flashback	
Fire		Slinging & Lifting Plan	
Flammable Substances		Area cordoned off / Exclusion zone	
Electricity		Overhead objects secured	
Hot Surfaces/ Sparks		Slip Trip Falls removed, Housekeep	
Noise/Vibration		OH and UG services made safe	
Lighting		Permit to Work completed	
Lack of Ventilation/Air		Environ managed / SDS adhered to	
Weather		Buddy System in place	
Falling Objects		Body props under raised loads	
Use of Chemicals		Plant / Equipment isolated	
House Keeping		Whip checks on pressurised hoses	
Environmental Impact		Ventilation / Use Gas detector	
GAS: Storage/Flash Back arrestor		Adequate lighting available	
Moving Vehicles		Necessary PPE worn	
Other		Other:	
Other		Other	
<p align="center">Note: Work Should Not Proceed Unless Risk is Controlled</p> <p>Prior to commencing any task,</p> <ul style="list-style-type: none"> • Plan ahead, • Select the correct tools and equipment to achieve the task safely. • Communicate with all persons associated with the task. • If unsure of the task or if an uncontrolled risk is identified stop work and report to your supervisor or manager. <p align="center">STOP AND THINK SAFETY</p>			

INDEX

Section 1 General Risk Assessments

1. Access and Egress
2. Housekeeping
3. Slips, Trips and Falls
4. Manual Handling
5. Fire
6. First Aid
7. Dust
8. Noise
9. PPE
10. Lighting

Section 2 Work at Heights Risk Assessments

1. Falling Objects
2. Work at Height
3. A Frame Ladders/Podium Ladders
4. MEWP
5. Mobile Tower Scaffolding
6. Scaffolding

Section 3 Plant & Equipment Risk Assessments

1. Plant & Equipment
2. Forklift
3. Teleporters
4. Loading Shovel Operations
5. 360 Excavators
6. Lifting Equipment
7. Use of Tractors, Dump Trailers & Accessories
8. Overhead & Underground powerlines & Services
9. Use of Generators
10. Mobile Cranes
11. Lifting of loads
12. Lifting Gear
13. Hand Tools
14. Abrasive Wheels
15. Compressed Air Equipment
16. Use of Pneumatic Tools Jackhammers, Rock drills, Air tools
17. Bench Grinders
18. Chop Saws
19. Angle Grinders
20. Bench Drill/Drilling Tools
21. Bench & Circularsaw
22. Welding
23. Gas Welding & Cutting Equipment
24. Use of Gas Cylinders
25. General Work Shop Activities
26. Electricity-Temporaries, Portable Power
27. Routers/Planers/Drills
28. Circular Saws/Jig Saws
29. Airspanners
30. Removing and replacing wheels from Vehicles
31. Inflating Tyres
32. Working on Wheels and Tyres & Inflating Tyres
33. Repair and Maintenance
34. Removing, Installing and Charging Batteries
35. Working under raised arms & Hydraulics
36. Working in Tunnels

37. Shredder
38. Screener Doosan
39. Bush cutters/Strimmer's/Saws
40. Chain saws
41. Shelving and Storage Units

Section 4 Specialist Risk Assessments

1. Chemical Handling
2. Diesel, Oils, Waste oil and Chemicals
3. Waste- Storage Handling, Solid Waste, Hazardous Waste
4. Chemicals/Hazardous Substances/Spray Painting/Petrol
5. Diesel Storage Tank
6. Lone/Remote Working
7. Adverse Weather
8. Weils Disease
9. Confined Space
10. Working adjacent to live Traffic
11. Roadside / Inspection / Maintenance/ Breakdown
12. Using A Powerwasher
13. Covid 19
14. Grass Cutting.

Section 5 Office Risk Assessments

1. Canteen
2. Microwave
3. VDU
4. Office Machines/Equipment
5. Printer/Photocopier/Toner
6. Shredder
7. Stress
8. Violence to Staff

Section 6 Transport Risk Assessments

1. Company Vehicles
2. Heavy Goods Vehicles- General driving
3. Loading and off Loading Plant
4. Transporting of Plant by Low Loader
5. Reversing Vehicles
6. Roadside inspection /Maintenance/Breakdown
7. Bulk Trailers
8. Covering Bulk Trailers
9. Tipper Trucks
10. Loading & Unloading Tautliners & Containers
11. Coupling & Uncoupling of trailers
12. Truck Trailers Working @ Heights
13. Artic Trucks
14. Refuse trucks
15. Bin Handlers on rear of Trucks
16. Lifting Gear on the rear of trucks
17. Handling Contaminated Refuse
18. Operating skip trucks
19. Loading / Unloading Skips from Back of Skip Lorries
20. RAMS Skip Operations To include skip truck and Hook lorry
21. Loading/Unloading Trucks at Transfer Station or Sites
22. Vehicle Access / Egress to Transfer Station
23. Traffic Management at the transfer station
24. Cleaning of Vehicles
25. Road Sweeping

26. Litter Picking
Sign Off Sheet

Section 1 General Risk Assessments

1. Access and Egress
2. Housekeeping
3. Slips, Trips and Falls
4. Manual Handling
5. Fire
6. First Aid
7. Dust
8. Noise
9. PPE
10. Lighting

RA - 1 Access and Egress										Residual Risk: L
Task: Operations including tools and equipment: All COMPANY locations- sites, offices, stores, workshops, canteens, drying rooms, toilets etc. For all types of work activities within the working environment.										Date: May 2023









WHO MAY BE HARMED

Employees	X	Sub-Contractors	X	General Public	X
Contractors	X	Official Visitors	X	Plant Operators	X
HAZARDS			Risk Ratings		
			Without Controls	With Controls	
<ul style="list-style-type: none"> Vehicle Movement Trips Falls Collisions Injuries including cuts to feet etc. 			High	Low	
			High	Low	
			High	Low	
			High	Low	
			High	Low	
TRAINING:	Safe Pass	Company Induction	X	Manual Handling Training	X
				Site Inductions	X
				Tool Box Talks	X
				CSCS	
				Other	

CONTROL MEASURES

- Provide clearly marked and safe routes for pedestrians on site.
- Inform all employees of access routes and any changes to these throughout the course of the project.
- Securely barrier, sign, plate or backfill excavations.
- Position unloading areas to avoid reversing.
- Provide separate pedestrian and vehicle access where possible.
- Plan all lifting operations to avoid lifting over others.
- Keep emergency routes clear. Provide large warning signs and suitable lighting.
- Adequate night protection: site lighting, plant immobilized.
- Ensure emergency services have suitable access.
- Immobile site transport when not in use.
- Accompany authorized visitors.
- Prohibit unauthorized people and children from entering the site.
- Erect suitable hoarding/fencing and warning signs to keep public and children out.
- Have controlled entry onto site. Security man at gates if necessary.
- Keep walkways clean.
- Provide vehicle reversing alarms and banksman/slinger signaller.
- It is vital that all fire escape doors are not obstructed at any time.
- Ensure that temporary roads are a sufficient standard to support emergency vehicle access, including clear definition of the road edges.
- All personnel to wear site standard PPE at all times.

Personal Protective Equipment Required

Personal Protective Equipment Required									
								Other	Permits
Hi Vis Vest	Safety Boots	Safety Glove	Hard Hats s	Hearing Protection	Eye Protection	Harness Protection	Face Shield/ Dust Masks		
Mandatory on all Sites			As per job Requirements						
References:	General Application Regs 2007 to 2021								
	SHAWW Act 2005								
	Construction Regulations 2013 to 2021								

RA-2 Housekeeping						Residual Risk: L
Task: Operations including tools and equipment: All COMPANY locations - Sites, offices, stores, workshops canteens, toilets etc. For all types of work activities within the working environment.						Date: May 2023

WHO MAY BE HARMED

Employees	X	Sub-Contractors	X	General Public	X
Contractors	X	Official Visitors	X	Plant Operators	X

HAZARDS							Risk Ratings							
							Without Controls				With Controls			
<ul style="list-style-type: none">Slips trips and fallsPeople and objects fallingFireInjury to pedestrians and members of the public.							High				Low			
							High				Low			
							Med				Low			
							Med				Low			
TRAINING:	Safe Pass		COMPANY Induction	X	Manual Handling Training	X	Site Inductions	X	Tool Box Talks	X	CSCS		Other	

CONTROL MEASURES

Planning:

- Sufficient time, resources and operatives are to be provided to maintain satisfactory levels of housekeeping though out the work area.
- Physical Controls/Procedures:**
- Housekeeping policy applies to all areas
- "Clean as you go policy"
- Provide equipment to maintain work areas in a clean orderly state (bins, cleaning equipment storage areas)
- Walkways and access/egress routes to be kept clear at all times.
- Materials tools or equipment not to be left in walkways or access/egress routes.
- Store materials in such a way that they cannot become tripping hazards.
- Housekeeping includes as competent of safe systems.
- Keep floor free of oil, grease, or any other type of liquid.
- Spillages to be cleaned up immediately.
- Place all scrap pieces in the correct containers. Segregate all waste.
- Combustible materials such as packaging etc. to be disposed in a safe way.
- All workplaces will be sufficiently illuminated for personnel to perform work safely.
- Store Flammable materials in approved containers away from sources of ignition.
- Use racks when storing long materials. When using pallets do not store them too high.
- Daily inspections to take place to ensure strict housekeeping and identification of hazards.
- PPE-Mandatory site PPE, Glove, Glasses etc. as required.









Managerial/Supervisory:

- Management to provide clear instructions on the standards of housekeeping required and any particular procedures to be followed.
- Management to ensure daily inspections and monitoring of housekeeping.

Training:









- Operatives are to be instructed in general housekeeping standards and any applicable procedures

Personal Protective Equipment Required

								Other	Permits
Hi Vis Vest	Safety Boots	Safety Gloves	Hard Hats	Hearing Protection	Eye Protection	Harness Protection	Face Shield/Dust Masks		
Mandatory on all Sites			As per job Requirements						

References:

General Application Regs 2007 to 2021
SHAWW Act 2005
Construction Regulations 2013 to 2021

RA-3 Slips, Trips and Falls										Residual Risk: L													
Task: Operations including tools and equipment: All Company locations including site based Operations / Workshop/ offices, stores, canteens, drying rooms, toilets etc. For all type of work activities at the same level within the working environment including platforms.										Date: May 2023													
WHO MAY BE HARMED																							
Employees		X		Sub-Contractors		X		General Public		X													
Contractors		X		Official Visitors		X		Plant Operators		X													
HAZARDS <ul style="list-style-type: none"> Cuts and Abrasions Laceration Serious bodily injury Amputation Death 						Risk Ratings																	
						Without Controls				With Controls													
						Med				Low													
						Med				Low													
						High				Low													
						High				Low													
TRAINING:		Safe Pass		COMPANY Induction		X		Manual Handling Training		X		Site Inductions		X		Tool Box Talks		X		CSCS		Other	
CONTROL MEASURES																							
<ul style="list-style-type: none"> Ensure routes are kept clean and clear. Remove rubble, waste and other materials from access/task routes. Use designated routes to and from workplace. Site tidiness maintained by cleaning up during work, at end of day (major) weekly to avoid slips and trips. Assess areas to ensure safe access e.g. Ensure false doors are secured, work machinery for oil leaks etc. Avoid walking through areas where surface isn't fully visible e.g. Covered in floor protection, pooling of water-risk of opes being covered. Vigilance from employees as to the risks from slips trips and falls. No protruding nails allowed: all such nails must be clawed out or hammered flat. Ensure mushroom caps are used on any reinforced steel on site. All extension leads / electric cables must be suspended safely in areas and/or laid as not to obstruct access/egress paths etc. Method of working clearly outlined including scope, routes and housekeeping. Ensure boots are kept clean and free of mud, oil, grease, use anti-static, oil resistance safety boots. Keep footwear as clean as possible. Ensure ladders are set on solid ground, away from other obstructions. Consider weather conditions when working/assessing roofs, scaffolding and roadways. Tidy up area after each task. Never block access/egress routes with materials equipment. Inform all employees of access/egress routes and any changes to these throughout the course of the project. Appropriate PPE equipment to be worn. 																							
Personal Protective Equipment Required																							
																Other		Permits					
Hi Vis Vest		Safety Boots		Safety Glove		Hard Hats s		Hearing Protection		Eye Protection		Harness Protection		Face Shield/ Dust Masks									
Mandatory on all Sites						As per job Requirements																	
References:		General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021																					

RA-4 Manual Handling	Residual Risk: L
Task: Operations including tools and equipment: All persons involved in transporting or supporting of a load by 1 or more employees and include lifting, putting down, pulling, pushing, carrying or moving a load, which, by reason of its characteristics or of unfavorable ergonomic conditions, involves risks, particularly of back injuries to employees.	Date: May 2023

WHO MAY BE HARMED

Employees	X	Sub-Contractors	X	General Public	
Contractors	X	Official Visitors	X	Plant Operators	X
HAZARDS			Risk Ratings		
<ul style="list-style-type: none"> Back Injury- Ligament strains, muscle strains, Fatigue, Abdominal hernia, Prolapsed/herniated discs, Paralysis Hand- trap/ Cut injuries 			Without Controls	With Controls	
			Med	Low	
			Med	Low	
TRAINING:	Safe Pass	COMPANY Induction	X	Manual Handling Training	X
				Site Inductions	X
				Tool Box Talks	X
				CSCS	
				Other	

CONTROL MEASURES









Controls:

- Employees are trained in correct manual handling techniques, refresher training to be provided as it falls due.
- Wear the correct personal protective equipment eg: safety boots, high vis vest and wear safety gloves at all times.
- Keep fingers clear when placing bins on the lifting attachment.
- All large bins are on wheels to assist in manoeuvring them. Where required with heavy bins, two persons to push / pull the bins into position on the lifting attachment.
- Baled recyclables to be lifting by baling straps and thrown into the back of the recycling trucks.
- Recycling trucks to be at a standstill and as close as possible to the pickup point when recyclables are being put in.
- Always bend your knees and keep your back straight when lifting bales, boxes, bags etc off the ground. There are at least two bin handlers on recycling rounds, if any baled load is too heavy for you to lift on your own then do not lift it, either break the load down to make it manageable or get help and carry out a team lift.
- Avoid Manual Handling- design
- Substitute loads for lighter loads
- Use of certified mechanical lifting equipment and mechanical aids by competent personnel e.g. Cranes, telescopic handlers, winches barrows etc.
- Supply special mechanical aids for handling specific items e.g. For manhole covers (keys)
- Administrative controls- SOPs, Method Statements
- Full training and instruction provided in both induction and refresher safety training.

8 Principles of Safe Lifting

- Access the load
- Broad stable base (foot placement)
- Bend the knees
- Keep the back straight. Though not necessarily vertical.
- Take a firm grip
- Keeping the arms in line with the trunk
- Lift with the legs and keep the weight close to the center of gravity
- Turn the feet in the direction of the movement.









Personal Protective Equipment Required









								Other	Permits
Hi Vis Vest	Safety Boots	Safety Glove	Hard Hats s	Hearing Protection	Eye Protection	Harness Protection	Face Shield/ Dust Masks		

Mandatory on all Sites

As per job Requirements

References: General Application Regs 2007 to 2021

RA-5 Fire										Residual Risk: L					
Task: Operations including tools and equipment: All COMPANY locations including offices, stores, vehicles etc. Use Emergency Plans, fire extinguishers, fire blankets, assembly points, evacuation sheets, emergency services.										Date: May 2023					
WHO MAY BE HARMED															
Employees	X	Sub-Contractors			X	General Public			X						
Contractors	X	Official Visitors			X	Plant Operators			X						
HAZARDS <ul style="list-style-type: none"> Risks to people i.e. burns or death. Damage to property Damage to plant Loss of property or plant or both 					Risk Ratings										
					Without Controls					With Controls					
					High					Low					
					High					Low					
					High					Low					
TRAINING:		Safe Pass		COMPANY Induction	X	Manual Handling Training	X	Site Inductions	X	Tool Box Talks	X	Fire Training	X	Other	
CONTROL MEASURES															
<ul style="list-style-type: none"> Training to be provided in fire safety and use of firefighting equipment to designated employees. Suitable firefighting equipment to be provided for each work area. Strict housekeeping to be maintained Flammable liquids and combustible materials must be removed, segregated and/or protected before hot work commences. Hot work permit system to be implemented where required. Working area to be assessed before the work is carried out to ensure work is carried out away from flammable material and members of the public. Remove all waste and flammable material before welding. Obey no smoking policy. Use correct type of electrical fuses and fittings. Ensure all terminations are correct and secure. Ensure employee awareness of emergency and evacuation procedures. Evacuation and emergency drill to be carried out at regular intervals. 															
Personal Protective Equipment Required															
								Other	Permits						
Hi Vis Vest	Safety Boots	Safety Glove	Hard Hats s	Hearing Protection	Eye Protection	Harness Protection	Face Shield/ Dust Masks								
Mandatory on all Sites				As per job Requirements											
References:		General Application Regs 2007 to 2021 SI 10/00 Building Control Amendment Regulations 2000 SHAWW Act 2005 Public Health (Tobacco) (Amendment) Act 2004													

RA-6 First Aid										Residual Risk: L																	
Task: Operations including tools and equipment: First aid is the approved method of treating a casualty until he/she is placed, if necessary, in the care of a doctor or removed to hospital. First aid treatment is given to a casualty to Preserve life- deal with any life threatening injuries; Prevent further injury - don't move casualty unnecessarily; Promote recovery, treat injury / shock and reassure. First Aid at all COMPANY locations to injured parties and persons with open wounds.										Date: May 2023																	
WHO MAY BE HARMED																											
Employees	X	Sub-Contractors	X	General Public	X																						
Contractors	X	Official Visitors	X	Plant Operators	X																						
HAZARDS <ul style="list-style-type: none"> Infection (direct contact, indirect contact and airborne) Burns- corrosive or oxidizing substances Exposure to hazardous substances Poisoning by toxic substances 			Risk Ratings																								
			Without Controls		With Controls																						
			High		Low																						
			High		Low																						
			High		Low																						
High		Low																									
TRAINING: <table border="1"> <tr> <td>Safe Pass</td> <td></td> <td>COMPANY Induction</td> <td>X</td> <td>Manual Handling Training</td> <td>X</td> <td>Site Inductions</td> <td>X</td> <td>Tool Box Talks</td> <td>X</td> <td>First Aid</td> <td>X</td> <td>Other</td> <td></td> </tr> </table>														Safe Pass		COMPANY Induction	X	Manual Handling Training	X	Site Inductions	X	Tool Box Talks	X	First Aid	X	Other	
Safe Pass		COMPANY Induction	X	Manual Handling Training	X	Site Inductions	X	Tool Box Talks	X	First Aid	X	Other															
CONTROL MEASURES																											
<ul style="list-style-type: none"> Only competent Occupational First Aid Course and/or Refresher (every 2 yrs) with assessment by instructor. Ensure provision and regular inspection of fully stocked first aid boxes. Ensure all employees know the location of the first aid box and competent First Aider signage, inductions. All employees must report all injuries and be treated by competent first aid immediately. All wounds must be cleaned and kept covered- weather work related or received outside work. First Aiders to ensure they wear disposable/sterile gloves at all times- to avoid direct contact. Sterilize re-usable first aid equipment before and after use with sterilized wipes e.g. Scissors, safety pins. Wash infected area thoroughly and seek medical advice if accidental contact is made with open wounds, hazardous, corrosive, oxidizing and or poisonous substances. Ensure use of ventilation equipment to avoid direct mouth to mouth contact. Ensure communication links are available with external emergency services. Existing premises may have an internal occupational health nurse/doctor available. All emergency plans must incorporate existing features into this plan. 																											
Personal Protective Equipment Required																											
								Other	Permits																		
Hi Vis Vest	Safety Boots	Safety Glove	Hard Hats s	Hearing Protection	Eye Protection	Harness Protection	Face Shield / Dust Masks																				
Mandatory on all Sites				As per job Requirements																							
References:		General Application Regs 2007 to 2021 SHAWW Act 2005																									

RA-7 Dust		Residual Risk: L
Task: Operations including tools and equipment: All Company locations. Housekeeping (Sweeping), Waste etc		Date: May 2023

WHO MAY BE HARMED

Employees	X	Sub-Contractors	X	General Public	
Contractors	X	Official Visitors	X	Plant Operators	X
HAZARDS		Risk Ratings			
		Without Controls		With Controls	
• Inhalation of contaminants		High		Low	
• Ingestion of contaminants		High		Low	
• Asphyxia		Med		Low	
• Respiratory problems, coughing, breathlessness and possibly cancer.		Med		Low	
• Occupational Asthma, Silicosis.		Med		Low	
• Irritation of eyes, ears or throat		Med		Low	

TRAINING:	Safe Pass		COMPANY Induction	X	Manual Handling Training	X	Site Inductions	X	Tool Box Talks	X	CSCS		Other	
------------------	-----------	--	-------------------	---	--------------------------	---	-----------------	---	----------------	---	------	--	-------	--

CONTROL MEASURES









- Work will be assessed to determine those activities that may generate dust.
- Provide suitable respiratory equipment where exposure to dust cannot be sufficiently reduced.
- Provide information, instruction and training for employees on the risks to health and precautions to be taken regarding any work with substances hazardous to health.
- Offer health surveillance to employees, where a hazard has been identified.
- Once those hazards have been identified, to put control measures into place, to remove or reduce those hazards so far as is reasonably practicable.
- Minimize all dust generation during operations.
- Damp areas down to reduce dispersion of dust.
- Dust emissions to be minimized and/or contained within boundaries of the site, e.g. dampening work before or during cutting.
- Windblown dust to be reduced by dampening down the surface.
- Where possible, all internal dust should be removed after the work has been completed and disposed of correctly.
- Material Safety Data Sheets checked for those materials producing dust. Hazardous / Toxic material identified and assessment to be made as to appropriate control measures.
- Prohibition of eating and smoking to be enforced in dusty atmospheres, especially where toxins may be present.
- Adequate means of monitoring/measuring harmful dust to be provided and max exposure ltd (MEL'S) to be checked where required.

Control Systems:









Wet methods: Use wet systems on saws powered by combustion engines or compressed air by spraying water onto the rotating cutting disc to reduce dust emissions.









Local Exhaust Ventilation: Use the saw's guard as a type of high velocity hood. The guard to be connected to an industrial vacuum cleaner, which provides sufficient exhaust ventilation to capture the majority of dust emitted during the cutting process. Guards with adjustable inner sleeves are preferable, since they maximize the enclosure and can be adjusted to accommodate different depths of cut.

Personal Protective Equipment Required

								Other	Permits
Hi Vis Vest	Safety Boots	Safety Glove	Face Shield/Dust Masks	Hearing Protection	Eye Protection	Harness Protection	Hard Hats		
Mandatory on all Sites				As per job Requirements				Yes	

References:
General Application Regs 2007 to 2021
SHAWW 2005
Air Pollution Act 1987
Environmental Protection Act 1992

RA-8 Noise										Residual Risk: L															
Task: Operations including tools and equipment: Noisy power tools or machinery e.g. Drills, abrasive wheels, teleporters etc. explosive sources such as cartridge operated tools or detonators, or guns; noise from impacts such as hammering, Screeners.										Date: May 2023															
WHO MAY BE HARMED																									
Employees		X		Sub-Contractors		X		General Public		X															
Contractors		X		Official Visitors		X		Plant Operators		X															
HAZARDS						Risk Ratings																			
						Without Controls				With Controls															
<ul style="list-style-type: none"> Permanent hearing loss Temporary hearing loss Tinnitus (Ringing in ears) Fatigue – proneness to accidents Failure to hear warnings 						High				Low															
						Med				Low															
						Med				Low															
						High				Low															
						High				Low															
TRAINING:		Safe Pass		COMPANY Induction		X		Manual Handling Training		X		Site Inductions		X		Tool Box Talks		X		CSCS		Other			
CONTROL MEASURES																									
<ul style="list-style-type: none"> Regular inspections of the works area to be carried out, with noise monitoring included in the inspection. All results to be recorded. Reduce noise levels at the source- design, use quieter process, engineering controls, absorbent material etc. Inductions to include information on Noise induced hearing loss and prevention Signs (Hearing protection must be worn) placed around the work area. If noise level is over 80dB (A), the risk of hearing loss is to be communicated to the employees and hearing protection must be provided. If the noise level is over 85 dB (A). Ear protection is mandatory. Risk assessments to be carried out detailing the appropriate P.P.E to be worn for the task in hand taking account of the individual user. Substitute sound proofed machinery in place of noisy plant where possible. All workers to wear appropriate personal protective equipment (PPE) Employees should control their exposure to noise outside of work. As a rule of thumb you may be at risk if: <ul style="list-style-type: none"> You have to shout to be clearly heard by someone two meters away Your ears are still ringing after leaving the workplace The noise is intrusive You work in a noisy industry, e.g. construction There are noises due to impacts such as those caused by hammering, impact tools and cartridge-operated tools. 																									
Personal Protective Equipment Required																									
																Other		Permit s							
Hi Vis Vest		Safety Boots		Hearing Protection		Safety Gloves		Hard Hats		Eye Protection		Harness Protection		Face Shield/ Dust Masks											
Mandatory on all Sites										As per job Requirements															
References:		General Application Regs 2007 to 2021 HSE Guidance for employers on the Control of Noise at Work.																							

RA-9 PPE Requirements										Residual Risk: L																	
Task: Operations including tools and equipment: Company work areas must be kept clear of hazards. Company operatives must wear the correct PPE for the works being completed										Date: May 2023																	
WHO MAY BE HARMED																											
Employees	X	Sub-Contractors			X	General Public																					
Contractors	X	Official Visitors			X	Plant Operators			X																		
HAZARDS <ul style="list-style-type: none"> Risks to the person from Vehicles Head Injury, from contacts or overhead Body Injuries, from hot work, chemicals or contacts Feet Injuries from vehicles or contacts Damage to Eyes, grinding and drilling metal Risks to the Respiratory Tract, grinding dust, welding fumes, Injuries to hands, contacts, sharps, dust or chemicals contact 					Risk Ratings																						
					Without Controls					With Controls																	
					High					Low																	
					High					Low																	
					High					Low																	
					High					Low																	
					High					Low																	
					High					Low																	
					High					Low																	
					High					Low																	
TRAINING: <table border="1" style="display: inline-table; vertical-align: top;"> <tr> <td>Safe Pass</td> <td></td> <td>COMPANY Induction</td> <td>X</td> <td>Manual Handling Training</td> <td>X</td> <td>Site Inductions</td> <td>X</td> <td>Tool Box Talks</td> <td>X</td> <td>CSCS</td> <td></td> <td>Other</td> <td></td> </tr> </table>														Safe Pass		COMPANY Induction	X	Manual Handling Training	X	Site Inductions	X	Tool Box Talks	X	CSCS		Other	
Safe Pass		COMPANY Induction	X	Manual Handling Training	X	Site Inductions	X	Tool Box Talks	X	CSCS		Other															
CONTROL MEASURES																											
<ul style="list-style-type: none"> Only competent company employees are to use PPE supplied by the company to ensure that it is being worn effectively. Hi-visibility apparel, (EN 470 or equivalent) must be worn on the site at all times, except during hot work Safety Helmet (EN 397 or equivalent) must be worn on the site at all times Flame Retardant Coveralls (EN 533 or equivalent) must be worn on the site where required. Safety Footwear, (EN 345 or equivalent) must be worn on the site at all times Safety Goggles and Safety Visors, (EN 166 or equivalent) to be worn while grinding and drilling, Safety Glasses to be kept on the person and worn when the task is completed Face Masks (EN149 or equivalent) must worn when dealing with dust Gloves (EN388) must be worn when operating the grinders and drills to protect the hands from chemical contact and mechanical abrasion 																											
Personal Protective Equipment Required																											
								Other	Permits																		
Hi Vis Vest	Safety Boots	Safety Glove	Hard Hats s	Hearing Protection	Eye Protection	Harness Protection	Face Shield/ Dust Masks																				
Mandatory on Company Sites			As per job Requirements																								
References: <table border="1" style="display: inline-table; vertical-align: top;"> <tr> <td>General Application Regs 2007 to 2021</td> <td>SHAWW Act 2005</td> </tr> <tr> <td>Construction Regulations 2013 to 2021</td> <td></td> </tr> </table>														General Application Regs 2007 to 2021	SHAWW Act 2005	Construction Regulations 2013 to 2021											
General Application Regs 2007 to 2021	SHAWW Act 2005																										
Construction Regulations 2013 to 2021																											

RA-10 Lighting	Residual Risk: L
Task: Operations including tools and equipment: Ensure that there is adequate lighting in the works area	Date: May 2023









WHO MAY BE HARMED

Employees		X		Sub-Contractors			X		General Public				X		
Contractors		X		Official Visitors			X		Plant Operators						
HAZARDS <ul style="list-style-type: none">Injuries from slips, trips, fallspoor lighting - eye strain , fatigue, work mistakesGlare - eye strain , fatigue, work mistakes							Risk Ratings								
							Without Controls				With Controls				
							Med				Low				
							Med				Low				
							Med				Low				
TRAINING:		Safe Pass	x	Company Induction	X	Manual Handling Training	X	Site Inductions	X	Tool Box Talks	X	CSCS		Other	

CONTROL MEASURES

<ul style="list-style-type: none"> Every work place and approach to work place must be adequately and suitably lit where lifting operations take place, or dangerous openings exist and suitable lighting exists for workstations. Where natural light is inadequate then portable or other artificial lighting shall be supplied. Artificial lighting must not alter or affect warning signs notices Emergency lighting must be present where lighting failure would create high risk situations. Lighting must be positioned not to cause glare or shadows Lighting to be installed or connected by component personnel. Temporary or portable lighting appliances must be regularly maintained Portable lighting must be protected from impact. PPE – Mandatory PPE, suitable eye protection where applicable. Management to ensure suitable lighting condition exist and inspection and maintenance of lighting appliances
--

Personal Protective Equipment Required

								Other	Permits
Hi Vis Vest	Safety Boots	Safety Glove	Hard Hats s	Hearing Protection	Eye Protection	Harness Protection	Face Shield/ Dust Masks		
Mandatory on all Sites			As per job Requirements						

References:	SHAWW Act 2005 General Application Regs 2007 to 2021
--------------------	---

Section 2 Work at Heights

1. Falling Objects
2. Work at Height
3. A Frame Ladders/Podium Ladders
4. MEWP
5. Mobile Tower Scaffolding
6. Scaffolding

RA-1 Falling Objects		Residual Risk: L
Task: Operations including tools and equipment: Persons working overhead, materials stored overhead, materials being lifted, Falling materials.		Date: May 2023

WHO MAY BE HARMED









Employees	X	Sub-Contractors	X	General Public	X
Contractors	X	Official Visitors	X	Plant Operators	X
HAZARDS			Risk Ratings		
			Without Controls	With Controls	
			High	Low	
<ul style="list-style-type: none"> Injuries- Impact, crush, collision, cuts, concussion Death Damage to plant, equipment 			High	Low	
			High	Low	
			High	Low	

TRAINING:	Safe Pass		COMPANY Induction	X	Manual Handling Training	X	Site Inductions	X	Tool Box Talks	X	Working @ Heights	X	Other	X
------------------	-----------	--	-------------------	---	--------------------------	---	-----------------	---	----------------	---	-------------------	---	-------	---

CONTROL MEASURES

<ul style="list-style-type: none"> Employees prohibited from working above or below other employees. Safety helmets, boots, glasses and gloves to be worn at all times. Tag lines to be used for hand tools used if applicable- Guardrail systems with toe boards are required where there is a risk of falling materials. Tools to be lifted by rope to areas at height. Suitable and adequate storage facilities for materials- shelves, brackets, cages, doors, signage, clear access and egress etc. Secure all materials being transported with ratchet straps, ropes etc. Materials to be secured from winds and being blown away. Only approved and tested equipment to be used. Inspect test certificates before commencement of work. Ensure safe working load (SWL) is clearly marked. Ensure a safe system of work is in place. Controlled lifting zones, barriers, signage, banksman, no entry to unauthorized personnel.
<ul style="list-style-type: none"> No person to stand underneath a lifting operation under no circumstances. Ensure employees are trained in proper lifting procedures. Lifting work to be supervised by the site foreperson or his/her nominated charge hand. Lifting equipment inspected daily and any defects reported immediately to the site foreperson. Regular service to be carried out on lifting equipment and records kept in the site safety file. Clean as you go housekeeping policy to be employed.

Personal Protective Equipment Required

								Other	Permits
Hi Vis Vest	Safety Boots	Hard Hats	Safety Gloves	Harness Protection	Eye Protection	Hearing Protection	Face Shield/ Dust Masks		
Mandatory on all Sites						As per job Requirements			

References:	General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021 NSAI Code of Practice: Safe Use Of Cranes In The Construction Industry.
--------------------	--

RA-2 Work at Heights	Residual Risk: L
Task: Operations including tools and equipment: Work in any place including at or below ground level and/or obtaining access to a place of work where an employee could fall a distance liable to cause injury. (THERE IS NO SAFE HEIGHT TO WORK) Includes work at or below ground level – roofs, open edges, opes, risers, shafts, excavations, false floors, excludes permanent staircases	Date: May 2023

WHO MAY BE HARMED

Employees	X	Sub-Contractors	X	General Public	X
Contractors	X	Official Visitors	X	Plant Operators	X
HAZARDS			Risk Ratings		
<ul style="list-style-type: none"> Persons falling from height Materials falling from height Failure of access equipment 			Without Controls	With Controls	
			High	Low	
			High	Low	
			High	Low	
TRAINING:	Safe Pass	COMPANY Induction	X	Manual Handling Training	X
				Site Inductions	X
				Tool Box Talks	X
				Working @ Heights	X
				Other	

CONTROL MEASURES

- Work will be assessed before commencement, and hazards associated with work at height, identified – where possible
- Collective measures of fall prevention will be used. Where not feasible, safe systems of work will be implemented.
- Avoid work at height - design; carry out work from the ground.
- Reduce work at heights - design, carry out work from the ground.
- Safe means of access and egress will be provided to the area of work.
- Minimize distance of fall. Design, safety nets, bean bags.
- Use Approved and certified equipment only.
- Choose a work platform that is reasonably practical to carry out the work. For work equipment adopt a hierarchy of selection
- System Scaffold, MEWP, Aluminum/Mobile Scaffold, Aluminum/Mobile Tower, Ladder (see RA)
- Where required, signs and barriers will be erected directly below works to warn of overhead operations.
- Edge protection will be provided at all openings or edges, where a fall is possible.
- Where edge protection is not practicable an alternative means of fall prevention / fall arrest will be identified.
- Where there is likely to be debris falling, fans, chutes or full enclosures will be used to protect 3rd parties.
- All operatives/subcontractors/visitors, working/passing below overhead operations to wear a safety helmet.
- All equipment used will be checked to ensure it is in good working order, to correct specification and in date for inspection.
- All inspections to be recorded on GA3 form and kept in the safety file.
- Work will be monitored to ensure that additional precautions and equipment is taken into use if edge protection is removed.
- All work at heights is to be supervised and carried out by a competent person.
- Ensure emergency procedure is implemented, communicated and adequate resources for rescue training and equipment are allocated.

Personal Protective Equipment Required

								Other	Permits
Hi Vis Vest	Safety Boots	Safety Gloves	Harness Protection	Hearing Protection	Eye Protection	Hard Hats	Face Shield/Dust Masks		Yes

Mandatory on all Sites

As per job Requirements

References:

General Application Regs 2007 to 2021
SHAWW Act 2005 Construction Regulations 2013 to 2021
Codes of Practice- Scaffolding & Roof Work

RA-3 Extension & A Frame Ladders/Podium Ladders		Residual Risk: L
Task: Operations including tools and equipment: Where work at height cannot be avoided and a system scaffold, mewp or aluminum /mobile tower are not feasible due to existing features on site that cannot be altered and the work is of short duration a ladder may be used- LADDERS ARE FOR SHORT DURATION WORK ONLY- TYPICALLY 15-30 MINUTES.		Date: May 2023

WHO MAY BE HARMED

Employees	X	Sub-Contractors	X	General Public										
Contractors	X	Official Visitors	X	Plant Operators	X									
HAZARDS			Risk Ratings											
			Without Controls		With Controls									
<ul style="list-style-type: none">Persons falling from a ladderMaterials falling from a ladderDeath, Bodily InjuriesEquipment failure			High		Low									
			High		Low									
			High		Low									
			Med		Low									
TRAINING:	Safe Pass	X	COMPANY Induction	X	Manual Handling	X	Site Inductions	X	Tool Box	X	Working @ Heights	X	Other	

CONTROL MEASURES

- Ladders to be used only for low risk work and short duration (less than 30 min)
- If working from a Podium Ladder ensure that the gate at the top is closed properly and that it is not broken.
- Ensure that hand tools are left on the rest area on top of the ladder and ensure that if there is a storage box on the ladder that all pieces of equipment are left in this area. Under foot conditions should be clean and tidy.
- All Ladders should not be used when more suitable means of accessing work at height is available e.g. Scaffolds, Alloy tower, M.E. W. P.
- Ensure employees are physically capable and trained in the proper safe use and inspection of ladders.
- Straight ladders should be tied at the top or footed. Only 1 person allowed on a ladder at a time.
- Always face the ladder when moving or working. Do not carry loads up or down ladders- pass loads hand to hand or use rope-maintain 3 points of contact at all times.
- Ladders should not be painted or treated in such a way as to conceal defects.
- The angle should be stable 75 degrees from horizontal i.e. 4 to 1
- Ensure the top of the ladder extends at least 1 meter above any landing platform.
- Never lean ladders against fragile surfaces e.g. windows, and protect surfaces from damage.
- Ladders should be inspected before use, on a weekly basis and recorded on GA3 forms. They should be free from splits cracks or other defects. Any defects should be reported immediately.
- Footwear worn by persons using a ladder must be clean and of the type to provide satisfactory grip- overshoes must have grips on the soles.
- Roof ladders to be secured to extension ladders.
- Metallic ladders must not be used near electricity or certain chemicals- check SDS
- Stepladders should be fully opened and not used as a straight ladder
- The top two steps of an A-Frame should never be used
- An Exclusion Zone may be required around the work area if there is a risk of falling objects on personnel underneath. Overreaching/Overloading must be avoided
- The ground conditions should be considered. Ensure the ground is level and solid.
- Never straddle an A-Frame ladder. Stepladders must be used fully open with cords taut.
- Ladders should be stored securely after use. Damaged ladders must be removed immediately.
- Alert others visitors, public to risks associated with the work carried on – signage, barriers

Personal Protective Equipment Required

								Other	Permits
Hi Vis Vest	Safety Boots	Safety Gloves	Harness Protection	Hearing Protection	Eye Protection	Hard Hats	Face Shield/ Dust Masks		
Mandatory on all Sites			As per job Requirements						
References:	General Application Regs 2007 to 2021 SHAWW Act 2005, Construction Regulations 2013 to 2021								

RA-4 MEWP (Mobile Elevated Working Platform)										Residual Risk: L	
Task: Operations including tools and equipment: Where work at height cannot be avoided and a system or scaffold, MEWP are feasible due to existing features on site										Date: May 2023	








WHO MAY BE HARMED

Employees	X	Sub-Contractors	X	General Public	X									
Contractors	X	Official Visitors	X	Plant Operators	X									
HAZARDS			Risk Ratings											
			Without Controls		With Controls									
<ul style="list-style-type: none">Persons falling from MEWPMaterials falling from MEWPDeath, Bodily InjuriesEquipment failureOverturning of MEWP			Med		Low									
			High		Low									
			High		Low									
			Med		Low									
			High		Low									
TRAINING:	Safe Pass	X	COMPANY Induction	X	Manual Handling	X	Site Inductions	X	Tool Box	X	MEWP Training	X	Other	X

CONTROL MEASURES

- The use of MEWPs will be co-ordinated with Site Management and other contractors.
- Pre user checks to be completed on the MEWP.
- Area of M.E.W.P. use will be surveyed before M.E.W.P. deployment.
- Control of traffic and pedestrians will be planned.
- Platform capacity will be checked to ensure sufficient height and SWL for the work undertaken, before use.
- The area of work is to be cordoned off.
- Platforms must not be operated outside limits set by the manufacturer.
- The operating area will be firm and level.
- The use of stabilisers at all times when as per manufactures instructions.
- Stabilisers will be extended before the platform is raised;
- Platforms are not to be left unattended in the raised position.
- All operatives using MEWPs must wear fall restraining equipment attached to the designated anchorage point within the basket.
- Safety Harness to be worn at all times with appropriate Lanyard.
- Management to ensure all relevant statutory inspections and certifications are current.
 - GA1 to be completed every 6 Months and in date
 - GA3 to weekly
 - MEWPs to be checked before use
- Managers are responsible for ensuring that only-trained and authorised personnel use the platforms
- Platforms require regular maintenance, which must be arranged at appropriate intervals.
- Management to ensure that inspections are carried out on the MEWP and the work area.
- All operatives must be trained in the safe use of MEWP platforms and working at height.
- Operatives must be trained in the safe use of fall arrest equipment.

Personal Protective Equipment Required

								Other	Permits
Hi Vis Vest	Safety Boots	Safety Gloves	Harness Protection	Hearing Protection	Eye Protection	Hard Hats	Face Shield/Dust Masks		Yes

Mandatory on all Sites

As per job Requirements

References: General Application Regs 2007 to 2021
SHAWW Act 2005 Construction Regulations 2013 to 2021
Operators Manual

RA-5 Mobile Tower Scaffolding				Residual Risk: L
Task: Operations including tools and equipment: Where work at height cannot be avoided. The use of Mobile Tower scaffold is used				Date: May 2023







WHO MAY BE HARMED

Employees	X	Sub-Contractors			X	General Public				X					
Contractors	X	Official Visitors			X	Plant Operators				X					
HAZARDS					Risk Ratings										
					Without Controls			With Controls							
<ul style="list-style-type: none">Persons falling from MEWPMaterials falling from MEWPDeath, Bodily InjuriesCollapse of towerOver turning					Med			Low							
					High			Low							
					High			Low							
					Med			Low							
					Med			Low							
TRAINING:		Safe Pass	X	COMPANY Induction	X	Manual Handling	X	Site Inductions	X	Tool Box	X	CSCS	X	Working @ Heights	X

CONTROL MEASURES

- Only component personnel will erect, modify or dismantle scaffolding towers.
- Specification for use of tower scaffolds will take into account the site ground conditions expected, height restrictions and obstructions.
- Maximum height to base ratios will not be exceeded.
- Trained personnel in accordance with relevant standards and manufacturer's instructions will erect towers.
- Ladder access should be internal and fixed to the narrowest side.
- External use without ties. Ties will be used in exposed or windy conditions.
- All tower platforms will be fully boarded and fitted with toe boards and guard-rails.
- Wheels will be braked or locked when the tower is in use.
- Personnel and materials will be removed before a tower is moved.
- Manufacturer's advice on maximum loading will be adhered to.
- PPE - Mandatory site PPE to be worn and any other PPE required as specified in method statements.
- Management to ensure all relevant statutory inspections and certifications are current.
- Management are to ensure that mobile towers are erected used and maintained as per manufactures and statutory requirements
- Management to ensure that inspections are carried out and GA3 forms completed weekly.
- Management to ensure all relevant statutory inspections and certifications are current.
 - GA1 to be completed every 6 Months and in date
 - GA3 to weekly
 - Scaffolding to be checked before use
- Persons erecting scaffolding must be adequately CSCS trained.
- Only trained competent personnel will carry out inspections of mobile towers.

Personal Protective Equipment Required

								Other	Permits
Hi Vis Vest	Safety Boots	Safety Gloves	Harness Protection	Hearing Protection	Eye Protection	Hard Hats	Face Shield/Dust Masks		Yes

Mandatory on all Sites

As per job Requirements

References:

General Application Regs 2007 to 2021
SHAWW Act 2005 Construction Regulations 2013 to 2021
Manufactures instructions.

RA-6 Scaffolding						Residual Risk: L	
Task: Operations including tools and equipment: Scaffolding being used as a means of safe access						Date: May 2023	

WHO MAY BE HARMED

Employees		X		Sub-Contractors			X		General Public					X															
Contractors		X		Official Visitors			X		Plant Operators					X															
HAZARDS Falls of Persons Falls of Materials Collapse of Scaffold							Risk Ratings																						
							Without Controls					With Controls																	
							Med					Low																	
							High					Low																	
							High					Low																	
TRAINING:		Safe Pass		X		COMPANY Induction		X		Manual Handling Training		X		Site Inductions		X		Tool Box Talks		X		CSCS		X		Working @ Heights		X	









CONTROL MEASURES

- Only component personnel CSCS trained will design, erect, alter and dismantle scaffolding.
- Trained personnel in accordance with relevant standards and scaffold plan will erect alter and dismantle scaffold.
- Plans are required for the assembly, use and dismantling of scaffolding which has special or unusual design.
- Suitable Scaffolds will be selected with regard to nature of work, loads, and permit safe work and passage.
- Scaffolds unavailable for use (assembly, alteration, dismantling) will be marked with warning signs and protected from unauthorised use (barriers etc.) where applicable
- Scaffolds must be based on a firm and level stable foundation
- Workers erecting scaffold must look out for voids such as basements or drains, or patches of soft ground, which could give way when loads are placed upon them.
- Scaffolds should be correctly braced and tied onto a permanent structure or otherwise stabilised.
- Scaffolds should be assembled in conformity with a recognised standard configuration, unless it has been specially designed and a note of the design is available.

Uses of scaffold –

- Scaffold must not be overloaded
- Working at height risk assessment conditions apply.
- No unauthorised persons to interfere with scaffold
- PPE Mandatory site PPE to be worn and any other PPE required as specific risk assessments or scaffold plans.
- Management to ensure all relevant statutory inspections and certifications are current.
 - GA1 to be completed every 6 Months and in date
 - GA3 to weekly
 - Scaffolding to be checked before use
- Managers are responsible for ensuring that only-trained and authorised personnel use the platforms
- Platforms require regular maintenance, which must be arranged at appropriate intervals.
- Management to ensure that inspections are carried out on the work area.

Personal Protective Equipment Required

								Other	Permits
Hi Vis Vest	Safety Boots	Safety Gloves	Harness Protection	Hearing Protection	Eye Protection	Hard Hats	Face Shield/Dust Masks		Yes

Mandatory on all Sites

As per job Requirements

References:

General Application Regs 2007 to 2021
SHAWW Act 2005
Construction Regulations 2013 to 2021

Section 3 Plant & Equipment Risk Assessments

1. Plant & Equipment
2. Forklift
3. Teleporters
4. Loading Shovel Operations
5. 360 Excavators
6. Lifting Equipment
7. Use of Tractors, Dump Trailers & Accessories
8. Overhead & Underground powerlines & Services
9. Use of Generators
10. Mobile Cranes
11. Lifting of loads
12. Lifting Gear
13. Hand Tools
14. Abrasive Wheels
15. Compressed Air Equipment
16. Use of Pneumatic Tools Jackhammers, Rock drills, Air tools
17. Bench Grinders
18. Chop Saws
19. Angle Grinders
20. Bench Drill/Drilling Tools
21. Bench & Circularsaw
22. Welding
23. Gas Welding & Cutting Equipment
24. Use of Gas Cylinders
25. General Work Shop Activities
26. Electricity-Temporaries, Portable Power
27. Routers/Planers/Drills
28. Circular Saws/Jig Saws
29. Airspanners
30. Removing and replacing wheels from Vehicles
31. Inflating Tyres
32. Working on Wheels and Tyres & Inflating Tyres
33. Repair and Maintenance
34. Removing, Installing and Charging Batteries
35. Working under raised arms & Hydraulics
36. Working in Tunnels
37. Shredder
38. Screener Doosan
39. Bush cutters/Strimmer's/Saws
40. Chain saws
41. Shelving and Storage Units

RA-1 Plant and Equipment						Residual Risk: L
Task: Operations including tools and equipment: Includes all excavation work and general work with all forms of plant and equipment						Date: May 2023









WHO MAY BE HARMED

Employees	X	Sub-Contractors	X	General Public	X
Contractors	X	Official Visitors	X	Plant Operators	X
HAZARDS					
Risk Ratings					
			Without Controls		With Controls
<ul style="list-style-type: none"> Contact with pedestrians/operatives Contact with other plant/vehicles Contact with existing structures Contact with existing services Open excavations 			High		Low
			High		Low
			Med		Low
			Low		Low
			Med		Low
TRAINING:		Safe Pass		COMPANY Induction	X
		Manual Handling	X	Site Inductions	X
		Tool Box	X	CSCS	X
		Plant Training	X		

CONTROL MEASURES

- Vehicles shall be maintained in good condition and in accordance with the manufacturer's instructions. All drivers should undertake daily inspections of their vehicle prior to commencing works. All items of driver operated plant shall be fitted with rotating amber beacon / hazard warning lights. All articulated dumpers, excavators, dozers and rollers shall be fitted with reversing/movement alarms to provide adequate warning. Adequate mirrors and visual aids (i.e. reversing camera) will be fitted to all plant to comply with the Construction Regs.
- Drivers shall make themselves fully aware of all site access routes and road/site access restrictions.
- Drivers should be fully aware of all other works in progress adjacent their haul route or works area.
- Plant operators should keep windows and all visual aids clean at all times
- Drivers should be made fully aware of all overhead and underground power lines, cables and services by advance signage.
- The size of plant should be chosen correctly to suit the works in-hand.
- Where a piece of plant is being used as a lifting device, it should have a current SWL indicator visibly displayed.
- Dumpers should not be overloaded, or loaded above their designed capacity
- Loads should be distributed evenly so as not to overturn vehicles.
- Drivers should remain within vehicles whilst being loaded (*this rule only applies to vehicles with crew cab protection.*)
- Drivers of site dumpers (6 tonne etc.) should not remain on vehicle whilst being loaded, as there is no cab protection.
- Personnel are only permitted to travel on/within a site vehicle if there is manufacturer's seat provided.
- All personnel shall wear a seat belt whilst operating machinery where there is a seat belt provided.
- All Drivers to adhere to site speed limits. Dumpers and site vehicles should not be permitted to travel close to open excavations or edges of pits/shear faces.
- Dumpers should not be overloaded which may cause material shedding whilst in transit.
- All haul routes and access roads should be maintained level and debris free to eliminate swerving to avoid obstructions or potholes.
- Where works are to be undertaken in a high risk area; a banks man will be provided to co-ordinate activities.
- All plant operators shall wear the appropriate PPE whilst on site, whatever item of plant they operate.
- All delivery drivers should wear the minimum PPE whilst on site i.e.: Hi-viz vest, hard hat, gloves and boots.
- When any routine maintenance is being undertaken on plant and equipment, the manufacturer's instructions should be strictly followed to ensure the machinery is in a secure position prior to maintenance works.
- When any item of plant or equipment is not in use it should be switched off and start key removed.
- All plant when parked should be secured by means of brakes or chocks (where required); and left in a manner which does not cause obstruction to other works, vehicles or access routes.
- All plant operators must fill out inspection forms on a weekly basis.
- All plant operators are to hold a valid CSCS card or a recognised equivalent.

Personal Protective Equipment Required

								Other	Permits
Hi Vis Vest	Safety Boots	Safety Gloves	Harness Protection	Hearing Protection	Eye Protection	Hard Hats	Face Shield/Dust Masks		

Mandatory on all Sites

As per job Requirements

References: SHAWW ACT 2005 General Application Regs 2007 to 2021
Construction Regulations 2013 to 2021

RA-2 Forklifts						Residual Risk: L	
Task: Operations including tools and equipment: Use Of Fork Lift Trucks						Date: May 2023	









WHO MAY BE HARMED

Employees	X	Sub-Contractors	X	General Public	
Contractors	X	Official Visitors	X	Plant Operators	X
HAZARDS			Risk Ratings		
			Without Controls	With Controls	
<ul style="list-style-type: none"> • Overturning of equipment • Dropping of unsecured load • Damage to Racking system when loading off loading • Injury to personnel working nearby • Driving on unstable ground • Overloading • Excessive speeds 			High	Low	
			High	Low	
			High	Low	
			Med	Low	
			Med	Low	
			Med	Low	
			Med	Low	
TRAINING: Safe Pass <input type="checkbox"/> COMPANY Induction <input checked="" type="checkbox"/> Manual Handling <input checked="" type="checkbox"/> Site Inductions <input checked="" type="checkbox"/> Tool Box <input checked="" type="checkbox"/> Forklift Training <input checked="" type="checkbox"/> Other <input type="checkbox"/>					

CONTROL MEASURES

- Driver must carry out per-use inspections. Seat belts to be worn at all times.
- Trained competent operators only.
- The driver must ensure that the machine is in a stable position, on firm and level ground
- Load to be correctly located on the forks, secures against slipping and wide loads balanced to not tilt sideways.
- Load to be carefully deposited on to racking systems and loading bay, without shock loading.
- Signaller or operative to guide loads being placed in blind spots.
- Check for people in the vicinity. Keep personnel clear of operations (Plant / Personnel segregation). See site traffic management plan
- Persons not to stand between machine or the load and any fixed object to prevent being crushed.
- Pedestrians to adhere to pedestrian routes
- Carry loads close to the ground. Load charts to be in all cabs. No passengers to be carried
- SWL not to be exceeded
- No lifting of a person on the forks – **materials handling only**
- Before using any attachment check with the manufacturer regarding the machine stability
- When using job or hook attachment, operating procedures as per mobile cranes apply
- All forklifts must have these auxiliary safety devices and in good working order: Flashing beacon, Reversing beepers, etc.
- The machine is provided with appropriate devices that, where the visibility of any operator is restricted, such devices remedy the hazards arising from inadequate direct vision (1m rule)
- Daily checks to be made by driver on brakes, steering etc., weekly check to be recorded on form GA2
- Ensure regular maintenance and inspection. Ensure that rules governing authorised use of plant are described at induction.
- If attachments are to be fitted to the forklift ensure it is compatible and approved for use and secure before using
- Before Maintenance works on the forklift commences, chocks to be placed when working on an incline
- When parking machines on an incline chocks should be placed
- Man Baskets are not to be used

Personal Protective Equipment Required

								Other	Permits
Hi Vis Vest	Safety Boots	Safety Gloves	Harness Protection	Hearing Protection	Eye Protection	Hard Hats	Face Shield/ Dust Masks		
Mandatory on all Sites			As per job Requirements						

References: SHAWW Act 2005. General Application Regs 2007 to 2021
Code of practice for the use of counter balance forklifts

RA-3 Teleporters					Residual Risk: L
Task: Operations including tools and equipment: Use Of Telescopic Handlers					Date: May 2023









WHO MAY BE HARMED

Employees	X	Sub-Contractors					X	General Public							
Contractors	X	Official Visitors					X	Plant Operators					X		
<div>HAZARDS</div> <ul style="list-style-type: none">• Overturning of equipment• Dropping of unsecured load• Damage to scaffolding or loading bays when off loading• Injury to personnel working nearby• Driving on unstable ground• Overloading• Excessive speeds							Risk Ratings								
							Without Controls				With Controls				
							High				Low				
							High				Low				
							High				Low				
							Med				Low				
							Med				Low				
							Med				Low				
							Med				Low				
TRAINING:		Safe Pass	X	COMPANY Induction	X	Manual Handling	X	Site Inductions	X	Tool Box	X	CSCS/Inhouse Teleporter Training	X	Other	

CONTROL MEASURES

- Seat belts to be worn at all times. Only Trained competent operators, Pre-use checks to be carried out on Plant.
- The driver must ensure that the machine is in a stable position, on firm and level ground and that stabilisers are used (where fitted)
- Load to be correctly located on the forks, secures against slipping and wide loads balanced to not tilt sideways.
- Load to be carefully deposited on to secure landing area.
- Slinger/Signaller or operative to guide loads being placed when required.
- Check for people in the vicinity. Keep personnel clear of operations (Plant / Personnel segregation). See site traffic management plan Pedestrians to adhere to pedestrian routes
- Persons not to stand between machine or the load and any fixed object to prevent being crushed.
- Carry loads close to the ground. Load charts to be in all cabs. No passengers to be carried
- No lifting of a person on the forks – **materials handling only**
- SWL must not be exceeded
- Before using any attachment check with the manufacturer regarding the machine stability
- When using job or hook attachment, operating procedures as per mobile cranes apply
- All telescopic handlers should have these auxiliary safety devices and in good working order:
 1. Device fitted to prevent a load being lifted beyond a given height and the machine rated load
 2. Automatic Safe Load Indicators/Levelling Indicator/Check Valves Indicator lamp for stabilisers
 3. The machine is provided with appropriate devices that, where the visibility of any operator is restricted, such devices remedy the hazards arising from inadequate direct vision (1m rule)
- Daily checks to be made by driver on brakes, steering etc., weekly check to be recorded on form GA2
- Ensure regular maintenance and inspection. Ensure that rules governing authorised use of plant are described at induction.
- If attachments are to be fitted to a telescopic handler ensure it is compatible and approved for use and secure before using
- Before Maintenance works on the teleporter commences, chocks to be placed when working on an incline
- When parking machines on an incline chocks should be placed
- Man Baskets are not to be used unless controls are integrated with a specific RA

Personal Protective Equipment Required

								Other	Permits
Hi Vis Vest	Safety Boots	Safety Gloves	Harness Protection	Hearing Protection	Eye Protection	Hard Hats	Face Shield/Dust Masks		

Mandatory on all Sites









As per job Requirements

References: SHAWW Act 2005 General Application Regs 2007 to 2021
Construction Regs 2013 to 2021

RA: 4 Loading Shovel Operations										Page 1 of 2		Residual Risk L													
Task: All operations where the loading shovel is used for <ul style="list-style-type: none"> ➤ Pushing up and moving material (ie Bulk waste) ➤ Loading intake hopper/ screeners ➤ Loading vehicles ➤ Cleaning the ground 										Date: May 2023															
WHO MAY BE HARMED																									
Employees		X		Sub-contractors		X		General Public		X															
Contractors		X		Official Visitors		X		Plant Operators		X															
HAZARDS								Risk Ratings																	
								Without Controls			With Controls														
Articulated loading shovel Crush zone								High			Low														
Collisions								High			Low														
Uneven ground								High			Low														
Loading the intake hopper								High			Low														
Overturning								High			Low														
Dust								Medium			Low														
Mechanical failure								High			Low														
Hydraulic / pneumatic failure								High			Low														
Fire								High			Low														
Skin irritation (diesel/oils)								Medium			Low														
Inappropriate use								High			Low														
Carriage of passengers								High			Low														
Falls								High			Low														
Training:		Safe Pass		Company Induction		X		Manual Handling		X		Site Induction		X		Tool Box Talks		X		Loader training		X		Other	
CONTROL MEASURES																									
<ul style="list-style-type: none"> Loading shovels are maintained in line with the manufacturer instructions. Safety warning signs are placed at strategic areas to highlight the danger of crush injuries from the movement of these large articulated vehicles. The loading shovel is operated by trained and experience persons only. The drivers of the Loading Shovel are responsible for carrying out a pre-start documented inspection of the machine, to ensure that all lights, horns, brakes, reversing camera, flashing beacon, mirrors, hydraulic leaks, warning devices and control devices are in place and are working correctly and that the machine's tyres and wheels are in a satisfactory condition. Check that there are no oil or air leaks from the hydraulic and pneumatic systems. When checking for hydraulic leaks, never use your bare hand. All faults must be reported to location management immediately. Under no circumstances is any makeshift prop for inspections or maintenance is permitted underneath a raised loading shovel. Do not work under any raised Hydraulics unless there is a certified prop in place The machine should be on level ground before maintenance begins. Machine engine to be stopped the key is to be removed and kept by the maintenance operative before any maintenance or service work is carried out. Hydraulic pressure to be released before any work on hydraulic system is carried out. Do not check for hydraulic leak using bare hand. Ensure engine hood is properly secured / supported before working on the engine. The operator monitors high-pressure hydraulic lines and unions for damage and leaks using a piece of card board not his hand. Caution to be taken in the Shovel Crush Zone. Ensure Safety Bar is in place at all times when greasing in zone. Be careful never to drive into hoppers or onto the man grids at bins / hoppers A fire extinguisher, which is in safe working order, is provided in the machine cab. Brake testing is carries out every regularly on the loading shovel. 																									









- Remove all loose items from the cab. Keep hand and foot controls, steps and hand-holds free from grease, oil and dirt.
- The operator must face the machine with 3 points of contact while ascending and descending the machine. Hand and foot holds are provided to allow safe descent from and climbing onto the Loading Shovel.
- Seat belts must be worn.
- Operators must be able to see all points 1 metre up and 1 metre out from the machine (1 metre rule) with the use of visibility aids and looking around. The loader driver must ensure the mirrors are clean and adjusted correctly, windows clean and reversing camera clean and visibility is good whilst reversing.
- Loading shovel operators must drive at appropriate speed.
- Pedestrians have a duty to stay clear of all mobile plant and to wear high visibility clothing at all times
- Under no circumstances must any employee park their private car or company van close to or in the vicinity of an operating loading shovel
- The driver of the loading shovel ensures that there is reasonably level ground on which to operate the loading shovel, inspect area before operation. All yards and loading bays are maintained in good condition.
- Lorries must not be overload at anytime, safe secure load only.
- The driver has a responsibility to ensure that loads are safe for transporting and tipping.
- The driver ensures that wheel stops are kept clear of material spillages, which could render the stops ineffective by creating a ramp.
- Loading shovel cabs are well insulated and are vibration damped to minimise the effects of noise.
- Appropriate PPE is worn at all times, hearing protection is worn when required.
- Loading shovel cabs are sealed and maintained to exclude dust. Access door to the cab is kept closed at all times.
- It is the responsibility of the driver to carry out daily visual check on their work area, to ensure it is safe to operate.
- Employees are instructed on the safe use of such equipment
- Loading shovels are never used for inappropriate purposes.(i.e. Lifting people)
- No persons are carried on any part of the loading shovel, unless there is provision in the cab for the carriage of persons, and they are authorised to be carried. No riding is permitted on the footsteps.
- When travelling keep the bucket low and tilted back.
- Goalposts and signs are erected where there is a danger from overhead powerlines/ conveyors etc. Never operate directly under an overhead conveyor or in the close vicinity of overhead powerlines.
- Pumping tyres is a dangerous task – care to be taken. Task must be completed by a trained / competent person. Ensure the hose is of adequate length so that you can safely position yourself away from the wall of the tyre to be pumped. Before pumping ensure you know the recommended tyre pressure. If this is not verifiable from the tyre itself then you must seek clarification from maintenance personnel or the tyre supplier / manufacturer.
- Jump starting vehicles is a dangerous task – care to be taken. May only be carried out by trained personnel following a risk assessment.
- Loading Shovels must be parked in a safe area. Reverse parking is encouraged. Maintain adequate space between each vehicle in case of fire. Only trained personnel are authorised to operate the loader and track machine,
- Machines are fitted with overhead beacon, cameras, seatbelts, working lights, fully operational rear view and wing mirrors and a movement alarm on the excavator.
- Lights on machines to remain on when working in the shed at all times.
- Correct holding pin / safety pin to be used for attachments on both machines at all times.
- Operatives must remain alert at all times and watch out for other moving equipment or pedestrians in or near the work area.
- Operatives to use designated steps and hand hold points when getting in and out of the cabs.
- Operator must be secure within the cab of the machine, no personnel are permitted to 'hitch a ride' on the machines at any time.

PERSONAL PROTECTIVE EQUIPMENT REQUIRED

								Other	Permits
Hi Vis Vest	Safety Boots	Safety Gloves	Harness Protection	Hearing Protection	Eye Protection	Hard Hats	Face Shield/ Dust Masks		
Mandatory on All Sites			As per job Requirements						
References:		General Application Regs 2007 to 2021 SHAWW Act 2005							

RA: 5. 360 Excavators										Residual Risk L				
Task: All operations with 360 Excavator										Date: Jan 2016				
WHO MAY BE HARMED														
Employees	X	Sub-contractors		General Public										
Contractors	X	Official Visitors	X	Plant Operators	X									
HAZARDS										Risk Ratings				
										Without Controls		With Controls		
Entrapment of people on slewing or traveling										High		Low		
Contact with buried services or overhead services										High		Low		
Contact with pedestrians, other plant, fixed objects when										High		Low		
When moving bucket or other attachments (strike person)										High		Low		
Overturning due to overloading, working on slopes										High		Low		
Hazards associated when using as crane										High		Low		
Mechanical failure (e.g. unintentional release of quick hitch buckets)										High		Low		
Slips/falls when climbing in or out of a cab										Med		Low		
Hydraulic Failure										Med		Low		
Noise/ Dust/Fire										High		Low		
Training:	Safe Pass	X	Company Induction	X	Manual Handling	X	Site Induction	X	Tool Box Talks	X	CSCS	X	Inhouse Training	X
CONTROL MEASURES														
<ul style="list-style-type: none"> Only trained, experienced and authorised drivers operate the excavators. Safety warning signs are posted at strategic areas to alert persons to the movement of excavators and other vehicles. It is the responsibility of the drivers to carry out daily visual checks on their machines to ensure that they are in safe working order. Any suspected defects are reported immediately to the manager. The excavators are maintained in line with the manufacturer's instructions Persons driving small vehicles will ensure that they can be seen by the excavator driver when maneuvering near its path Only trained and authorised and competent drivers work at the area. Any loose or unstable material is removed to prevent any sudden collapse. The 360° excavator is provided with a protective cage, which cover the driver's cab, providing protection from material, which may fall from the face. (FOPS system) As a further precaution against falling material, machines are operated by reaching towards the stockpile, keeping the face visually at arm's length, where possible. Keep the body of the machine as clear as possible of any areas where the ground may be unstable. Under no circumstances is any makeshift prop permitted underneath a raised arm or bucket of an excavator. The operator monitors high-pressure hydraulic lines and unions for damage and leaks. All leaks and damage are reported to the maintenance manager. Appropriate PPE is worn at all times. Excavator cabs are insulated and vibration damped to minimise the effects of noise and vibration. Hearing protection is worn when required. Excavator cabs are sealed and maintained to exclude dust. Access door to the cab is kept closed at all times. No persons are carried on any part of the excavator, Hand and foot holds are provided to aid safe ascent to/ descent from the excavator cab and are maintained. A fire extinguisher, which is in safe working order, is provided in the machine cab. Employees are instructed on the safe use of such equipment. UNDER NO CIRCUMSTANCES SHOULD PERSONS USE THE BUCKET OF THE MACHINE TO GAIN ACCESS TO HEIGHTS OR USE THEM AS A WORKING PLATFORM. Quick hitches to be in good working order only fully automatic quick hitches to be used or direct mounted. Ensure Check Valves are in place when required and working. All auxiliary safety devices to be in good work order Slow working cycle down when working on slopes to reduce bucket reach Banksman to guide driver when large excavator is travelling High visibility vest, to be worn when outside vehicle. No worker must work within reach of an excavator bucket or arm at any time. Maintenance and inspection records must include the quick hitch mechanisms to ensure they are clean and in a fully serviceable condition. 														

- All work must be supervised and checked and monitored to ensure compliance with Safe Working Procedures by both workers and plant operatives
- Ensure statutory and company test, examination and inspection procedures are implemented. GA1 & GA2
- Ensure that excavators are used only by certified trained persons (CSCS or appropriate in house training)
- Ensure that the rules relating to authorised use of plant and equipment are made clear to all personnel at induction
- Plan / Pedestrian excavation .Permit to Dig – To be obtained before breaking ground.

PERSONAL PROTECTIVE EQUIPMENT REQUIRED									
								Other	Permits
Hi Vis Vest	Safety Boots	Hard Hats	Safety Gloves	Hearing Protection	Eye Protection	Harness Protection	Face Shield/Masks		
Mandatory on All Sites		As per job Requirements							
References:		General Application Regs 2007 to 2021 SHAWW Act 2005							

RA-6 Lifting Equipment		Residual Risk: M
Task: Operations including tools and equipment: Includes winches, pulley blocks, gin wheels, slings, hooks, plate clamps, shackles, swivels, eye bolts and other similar lifting gear.		Date: May 2023









WHO MAY BE HARMED

Employees	X	Sub-Contractors	X	General Public	X									
Contractors	X	Official Visitors	X	Plant Operators	X									
HAZARDS <ul style="list-style-type: none">Unplanned release or dropping of loadStriking by falling objectsTrapping between fixture and load.Damage to equipment or propertyStriking/arcing of overhead lines			Risk Ratings											
			Without Controls		With Controls									
			High		Med									
			High		Med									
			High		Med									
			High		Med									
			High		Med									
TRAINING:	Safe Pass	X	COMPANY Induction	X	Manual Handling	X	Site Inductions	X	Toolbox	X	Banksman training	X	Other	









CONTROL MEASURES









- Arrangements must be made for the carrying out and recording of statutory and through examinations.
- A trained slinger/banksman must be made available to co-ordinate all lifting activities.
- Before selection of lifting equipment, consideration should be given to the weight, size, shape and center of the gravity load.
- Lifting equipment is subject to a planned maintenance programme.
- All items of lifting equipment should be identified individually and stored so as to prevent physical damage or deterioration.
- Safe working loads of lifting equipment must be established before use.
- Sufficient numbers of trained personnel to be available on site before lifting begins.
- No persons to stand or work within the lifting appliance operating radius without the operator's permission.
- Loads must not be slewed over personnel, plant, site huts or property.
- The lifting appliance must be on firm, level base.
- Tail ropes will be used on large ropes to steady and guide them.
- Work will stop when weather conditions prevent safe operations.
- Packing to be used to protect slings from sharp edges on the load.
- All items of lifting equipment must be visually examined for signs of damage before use.
- Swinging of the load to be checked by ensuring the eyes of straps are directly below, the appliance hook, and that tail ropes are fitted to larger loads.
- Evidence of last thorough examination and inspection must be provided with the equipment.
- Manufacturer's instructions to be checked to ensure that methods of sling attachment and slinging arrangements generally are correct.
- All certs and reports will be kept in the site safety file and log of all equipment centrally at Head Office.

Personal Protective Equipment Required

								Other	Permits
Hi Vis Vest	Safety Boots	Safety Gloves	Harness Protection	Hearing Protection	Eye Protection	Hard Hats	Face Shield/Dust Masks		
Mandatory on all Sites				As per job Requirements					

References:	General Application Regs 2007 to 2021 SHAWW ACT 2005 NSAI Code of Practice: Safe use of Cranes In the Construction Industry SI 178/56, Chains, Ropes and lifting Tackle (register) Regulations 1956 Code of Practice for Avoiding Danger from Overhead Electricity Lines
--------------------	--

RA: 7 Use of Tractors and Trailers & Accessories										Residual Risk L					
Task: All operations with tractors and trailers when moving plant and machinery and Materials.										Date: May 2023					
WHO MAY BE HARMED															
Employees	X	Sub-contractors	X	General Public	X										
Contractors	X	Official Visitors	X	Plant Operators	X										
HAZARDS <ul style="list-style-type: none"> People being crushed or hit while loading or operating Overturning/ Crushed when coupling/decoupling Back strain Overturning 					Risk Ratings										
					Without Controls		With Controls								
					Med		Low								
					Med		Low								
					Med		Low								
Med		Low													
TRAINING:		Safe Pass		COMPANY Induction	X	Manual Handling	X	Site Inductions	X	Tool Box	X	Tractor Training	X	Other	
CONTROL MEASURES															
<ul style="list-style-type: none"> Operatives should be trained The tractor and especially the hitch should be inspected annually and a GA1 form sought Incorporate the checks below as part of the weekly regime on the weekly GA2 form or an in house plant check sheet. Tyres, wheels, brakes, suspension (if applicable), welds, stands and boards should be checked daily on the trailer PTO on tractor to be turned off when using dump trailer and to be adequately guarded If a trailer is being coupled : <ul style="list-style-type: none"> Always hitch as low as possible and <u>never above the axle</u> then check for wear and tear of the hitch hook and pin. This should be greased regularly to minimise to maintain in good condition. Check for cracks in the welds of the draw bar Check that the hitch eye nut is secure and that the lock pin is in place (especially after replacing the hitch) A safety chain must be attached to the tractor at one end and the trailer at the other. Ensure it is correct length (not too long) Refer to Revised Standards for Agricultural Vehicles RSA Guide When working on roads the breakaway system must be used and comply with RSA standards. Suitable ear protection should be worn when the noise level on tractors exceeds 85 dBA Tractors should be parked in a safe manner and the keys removed when not in use Never stand between the tractor and other machines, or behind them. Never enter the space between the trailer body and the chassis while the trailer is being lowered or raised. If access is required the trailer should be either in the lowered position or if raised, suitably propped. Never stand with your feet under, on or near drawbars. Ensure that jacks, skids and other supports are used and maintained. Communicate clearly if you get help with hitching. Ensure that each time a trailer is coupled to the tractor that the driver stops the hydraulics to allow the hitch pin to take the weight of the trailer (ensure that the hitch is locked first). Tractors should have good tyres fitted for roadwork and hilly ground. Tractor hydraulics should be tested by a qualified mechanic, Trailer to be maintained in a sound condition with good boards. Loads to be secured on the trailer and load balanced evenly. The tractor driver is responsible for the cargo. They must: Inspect their cargo, Check for stability and ensure the load is not overbalanced or too heavy for transport and unloading Ensure the load is secured against falling or being blown off while transporting, prior to commencing journey 															
PERSONAL PROTECTIVE EQUIPMENT REQUIRED															
								Other	Permits						
Hi Vis Vest	Safety Boots	Safety Gloves	Harness Protection	Hearing Protection	Eye Protection	Hard Hats	Face Shield/ Dust Masks								
Mandatory on all Sites			As per job Requirements												
References:		General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021 Revised Standards for Agricultural Vehicles RSA Guide													

RA: 8 Overhead/Underground Electricity Cables										Residual Risk M	
Task: All operations required when working near cables. Also the risks associated with travelling under cables.										Date: May 2023	
WHO MAY BE HARMED											
Employees	X	Sub-contractors	X	General Public	X						
Contractors	X	Official Visitors	X	Plant Operators	X						
HAZARDS				Risk Ratings							
				Without Controls				With Controls			
<ul style="list-style-type: none"> Contact with overhead services (Outcome: Electrocution, burns, death, fire and damage to property) Contact with underground services (Outcome: Electrocution, burns, death, fire, damage to property) 				High				Med			
				High				Med			
Training:	Safe Pass	Company Induction	X	Manual Handling	X	Site Induction	X	ToolBox Talks	X	CSCS	Other
CONTROL MEASURES											
<ul style="list-style-type: none"> Contact to be made with service provider to determine appropriate safety measures i.e. restrictor chains, shrouding, power off. Row of bunting both sides of ESB cables where live cables cross over road EHRA to be completed prior to works starting close to any overhead powerlines. No Tip zones to be clearly marked from all directions ensure bunting is in place. On Haul roads run row of bunting parallel to live electricity cables on both sides. Do not run bunting directly underneath cables. Safety system to extend well past excavated trenches & moved along as project progresses. Do not operate, park plant or store equipment or materials directly underneath live electricity cables. Do not remove bunting to facilitate plant or equipment. Adapt work method instead. A dedicated competent Spotter/ banksman to monitor excavator boom does not extend past its safe exclusion zone. Extra care to be taken in wet weather as 'arcing' possible (Shrouded lines DO NOT GUARANTEE TOTAL INSULATION) Competent employees and certified plant to be used. Appropriate education/training to be given to all. Obtain plans from service providers and the quarry manager before any excavation works are carried out. Company to scan areas in case hidden cables not marked on plans. Identify and mark services on site. Where services are present hand dig within 0.5m of service Ensure tools are insulated (i.e. shovels, pickaxes) or have dry wooden handles Where cables identified do not dig in wet weather Jack hammer/kango only power tools to be used (to break ground) where suitable. Mechanical excavator to be used where underground services are not present. Permit to dig completed prior to digging Safety system to extend well past excavated trenches & moved along as project progresses 											
PERSONAL PROTECTIVE EQUIPMENT REQUIRED											
								Other	Permits		
Hi Vis Vest	Safety Boots	Safety Gloves	Harness Protection	Hearing Protection	Eye Protection	Hard Hats	Face Shield/ Dust Masks				
Mandatory on all Sites						As per job Requirements					
References:		General Application Regs 2007 to 2021 SHAWW Act 2005, Construction Regulations 2013 to 2021 Code of Practice for Avoiding Danger from Overhead Electricity Lines Code of Practice for Avoiding Danger from Underground services									

RA-9 Use of Generators	Residual Risk: L
Task: Operations including tools and equipment: Use in a well ventilated area	Date: May 2023

WHO MAY BE HARMED

Employees	X	Sub-Contractors	X	General Public	X
Contractors	X	Official Visitors		Plant Operators	X









HAZARDS	Risk Ratings	
	Without Controls	With Controls
• Manual Handling	Med	Low
• Fire	Med	Low
• Carbon Monoxide poisoning	High	Low
• Electrocution	High	Low
• Slips, Trips and falls	Med	Med
• Burns	Med	Low
• Noise	Med	Low
• Vibration	Low	Low

TRAINING	Safe Pass	X	COMPANY Induction	X	Manual Handling Training	X	Site Inductions	X	Toolbox Talks	X	CSCS		Other	
-----------------	------------------	----------	--------------------------	----------	---------------------------------	----------	------------------------	----------	----------------------	----------	-------------	--	--------------	--









CONTROL MEASURES









- Avoid using in wet conditions. If unavoidable protect it from moisture
- Make sure any appliance connected to the generator is specifically designed for outdoor use.
- Ensure the generator is grounded
- Turn off engine when re-fuelling and use funnel.
- Fire extinguisher to be located close to generator.
- Generators to be located in well ventilated areas.
- Always face the exhaust of generator down-wind of the work area.
- Check leads on a daily basis for any damage and report any damage immediately
- Keep leads out of the way so as not to cause trip hazard
- Always keep generators and fuel cans in a drip tray
- Ensure generators are maintained









Personal Protective Equipment Required









								Other	Permits
Hi Vis Vest	Safety Boots	Safety Gloves	Harness Protection	Hearing Protection	Eye Protection	Hard Hats	Face Shield/Dust Masks		
Mandatory on all Sites			As per job Requirements						









References:	General Application Regulation 2007to 2021 SHWW Act 2005
--------------------	---









RA: 10. Mobile Cranes											Residual Risk M			
Task: All operations with plant and equipment on sites, roads and work shop											Date: May 2023			
WHO MAY BE HARMED														
Employees	X	Sub-contractors	X	General Public	X									
Contractors	X	Official Visitors	X	Plant Operators	X									
HAZARDS											Risk Ratings			
											Without Controls		With Controls	
Overturning due to overloading, lack of support or operator error											High		Med	
Fall of load due to failure of lifting gear											High		Med	
Trapping injuries / Impact Injuries											High		Med	
Contact with overhead power lines											High		Med	
Unsuitable ground											High		Med	
Wind Conditions											High		Med	
TRAINING:	Safe Pass	X	COMPANY Induction	X	Manual Handling	X	Site Inductions	X	Tool Box	X	CSCS	X	Other	
CONTROL MEASURES														
<ul style="list-style-type: none"> Capacity and type of crane determined in advance. All work to be completed under the guidance and control of the Crane Operation co-ordinator. Cranes drivers and banksmen must not use mobile phones once crane operations commence Ground conditions to be assessed by crane driver and Crane co-ordinator and signed off by crane co-ordinator prior to set up. S.W.L not to be exceeded at any time. ASLI to be fitted Crane to be checked in accordance with legal requirements – 4 yearly GA 1 and GA2 forms Driver to check safety system daily. Crane driver must be medically fit to drive a crane. Ensure that auxiliary safety devices are in place and in good order. Load charts MUST be in cab of crane Loads must not be suspended by the crane if unattended. Crane must be immobilised when left unattended. Crane driver must be CSCS trained. Weekly inspection to be done by the driver on form GA2 Crane used on barge will be subject to special method statement Lifting slings etc. to be inspected daily by user and thoroughly examined 6 monthly by competent person. Tag lines to be used on all lifts. Only trained slinger/banksmen wearing specific to give signals to driver, and sling loads. Cranes, wherever possible should be sited at a minimum distance of 1.5m from fixed objects to avoid trapping personnel as per COP for Cranes(7.1) Personnel advised of trapping hazards and hazards of falling objects, i.e. no personnel to walk under loads. Crane should stop operating at wind speeds laid down by manufacturer. Crane must be fitted with an anemometer at the highest point so that the wind speed can be readily determined Certificate required if used to lift man basket (6 month) Crane drivers must be a <u>minimum</u> of 18 years of age and have relevant CSCS card Fire extinguishers to be in cab. Emergency stop blocks must be fitted and working on ropes Crane mats to be used in unstable ground. If any significant alterations are made to crane or jib, the machine must be re-tested and new certs obtained. 														
PERSONAL PROTECTIVE EQUIPMENT REQUIRED														
								Other	Permits					
Hi Vis Vest	Safety Boots	Hard Hats	Safety Gloves	Hearing Protection	Eye Protection	Harness Protection	Face Shield/Masks							
Mandatory on All Sites						As per job Requirements			Yes					
References:		NSAI Code of Practice: Safe use of Cranes In The Construction Industry SHAWW Act 2005 General Application Regulations 2007 to 2021 Construction Regulations 2013 to 2021 Code of Practice for avoiding Danger from Overhead Electricity Lines.												









RA: 11 Lifting Of Loads											Residual Risk L			
Task: All operations required when slewing/ lifting loads											Date: May 2023			
WHO MAY BE HARMED														
Employees	X	Sub-contractors	X	General Public										
Contractors	X	Official Visitors	X	Plant Operators	X									
HAZARDS					Risk Ratings									
					Without Controls	With Controls								
<ul style="list-style-type: none"> Failure of lifting device/appliance Struck by injury by load Struck by lifting appliance Collapse of load 					High	Low								
					High	Low								
					High	Low								
					High	Low								
Training:	Safe Pass	X	Company Induction	X	Manual Handling	X	Site Induction	X	ToolBox Talks	X	CSC S		Other	
CONTROL MEASURES														
<ul style="list-style-type: none"> People must be trained in the safe use of lifting equipment and Accessories Certified lifting appliance and devices to be used at all times. All slings, chains and shackles must be visually inspected to ensure these are within certification timescale .Chains/slides to be inspected before use and to be stored in container overnight (weather conditions can damage and hence weaken chains/slides). Certified, trained operators only to be involved in lifting procedures. All loads to be made secure before lift commences. Only a banksman can attach and remove slings/chains for each lift. At no stage can an incompetent person do same Exclusion zone to be maintained on ground level. This exclusion zone must cover the slewing area of the load to be carried All slings which are within certification but nevertheless, look damaged and worn must be taken out of use immediately.(All slings taken out of use must be cut up into pieces and discarded of carefully). The same applies to all chains, these must be cut using a consaw and disposed of carefully). Tool Box Talk to be done with all workers highlighting risks involved. 														
PERSONAL PROTECTIVE EQUIPMENT REQUIRED														
								Other	Permits					
Hi Vis Vest	Safety Boots	Hard Hats	Safety Gloves	Hearing Protection	Eye Protection	Harness Protection	Face Shield/Masks							
Mandatory on All Sites					As per job Requirements				Yes					
References:		General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021												









RA: 12 Lifting Gear - Working with Slings, Chains, Hooks, Shackles, Eye Bolts.												Residual Risk L			
Task: All lighting operations required on site. Ensure that all lifting equipment is certified												Date: May 2023			
WHO MAY BE HARMED															
Employees		X		Sub-contractors		X		General Public							
Contractors		X		Official Visitors		X		Plant Operators		X					
HAZARDS												Risk Ratings			
												Without Controls		With Controls	
<ul style="list-style-type: none"> Serious injury from falling objects Collapse of the crane or pulley Equipment being lifted. Electric Shock Serious Injury Fatality 												High		Low	
												High		Low	
												High		Low	
												High		Low	
												High		Low	
												High		Low	
Training:	Safe Pass	X	COMPANY Induction	X	Manual Handling	X	Site Induction	X	Tool Box Talks	X	Banksman training	X	Other		
CONTROL MEASURES															
<ul style="list-style-type: none"> Operated only by competent & trained persons. Regular inspection, maintained in good condition. Safe working load displayed and clearly marked on all Accessories. Area cordoned off with no persons standing underneath. Put up warning signs. Check methods of slinging and slings being used. Make sure chains and slings are capable of taking the weight. Make sure all hooks have safety clips and are working correctly. A trained banksman must be on site. Statutory tests certificates required. 															
USE OF Accessories															
<ul style="list-style-type: none"> Use the right equipment for the job. Ensure Accessories are in good condition before use Check the safe working load marked on the accessories. Check the safe working load to the load being lifted. Do not stand under loads. See the slings are properly adjusted to the load. Protect wire rope or nylon belt slings from sharp edges. Do not use fibre rope or wire slings for hot loads. See that the sling is in good condition before use. Return the sling to store after use Make sure that the chain is not kinked or twisted. Chains must be returned to the store immediately after use. Chains and slings must never be shortened by knotting it. Use approved hand signals All lifting gear must be tested as per the General Application Regulations 2007 to 2021. 															
PERSONAL PROTECTIVE EQUIPMENT REQUIRED															
								Other	Permits						
Hi Vis Vest	Safety Boots	Hard Hats	Safety Gloves	Hearing Protection	Eye Protection	Harness Protection	Face Shield/Masks		Work At Heights						
Mandatory on all Sites				As per job Requirements					Yes						
References:		General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021													

RA-13 Hand Tools & Knives										Residual Risk: L				
Task: Operations including tools and equipment: Use of hammer, screw drivers, knives, snips, tape measure etc.										Date: May 2023				
WHO MAY BE HARMED														
Employees	X	Sub-Contractors				X	General Public							
Contractors	X	Official Visitors				X	Plant Operators				X			
HAZARDS <ul style="list-style-type: none"> Hand Injury Face/Eye Injury Foot Injury Injury to other parts of the body 						Risk Ratings								
						Without Controls				With Controls				
						Med				Low				
						Med				Low				
						Med				Low				
TRAINING:		Safe Pass		COMPANY Induction	X	Manual Handling Training	X	Site Inductions	X	Tool Box Talks	X		Other	
CONTROL MEASURES														
<ul style="list-style-type: none"> Select the right tool for the job. Substitutes the increase of having an accident. Avoid using hand tools with your wrist bent. Select tools that allow the wrist to stay straight. Ensure you understand how to use the tool. Keep tools in good condition. Use good quality tools and inspect each tool before commencing work. Insulated tools to be used when working with electricity. Keep cutting tools sharp and cover sharp edges when not in use. Craft knives must have a retractable blade. Do not cut towards yourself when using cutting tools. Always cut away. Replace cracked, broken handles on files, hammers, screwdrivers etc. Replace worn jaws on pliers, pipe tools. Carry tools in a sturdy tool box to and from the site. Do not carry a sharp tool in your pocket. Do not carry tools in a way that interferes with using both hands on a ladder or when doing any hazardous work. If working on a ladder or scaffold tools should be raised and lowered using a bucket and hand line. Wear the appropriate PPE, tight fitted cut resistant gloves, safety glasses or goggles. Clean as you go to avoid the buildup of materials which may lead to accidents. Do not use tools that are not right for the job e.g. do not use screwdrivers as chisels. Do not apply excessive force on any hand tool. Do not throw tools. Hand them, handle them directly to other workers. 														
Personal Protective Equipment Required														
								Other	Permits					
Hi Vis Vest	Safety Boots	Safety Gloves	Harness Protection	Hearing Protection	Eye Protection	Hard Hats	Face Shield/Dust Masks							
Mandatory on all Sites						As per job Requirements								
References:		SHAWW Act 2005 General Application Regs 2007 to 2021												

RA-14 Abrasive Wheels										Residual Risk: L							
Task: Operations including tools and equipment: Includes Chop Saws, Angle Grinders, Bench Grinders, cutting and grinding tasks.										Date: May 2023							
WHO MAY BE HARMED																	
Employees		X		Sub-Contractors		X		General Public									
Contractors		X		Official Visitors		X		Plant Operators		X							
HAZARDS <ul style="list-style-type: none"> Fire/explosion through ignition of sparks Bursting of abrasive wheel or disc at high speed Contact with wheel or disc resulting in laceration or amputation Losing control of the Equipment Clothing entanglement with moving parts Personnel injury- Eye injuries/blindness from flying parts Injury to bystanders Inhalation of dust/fumes Exposure to excessive noise levels 										Risk Ratings							
										Without Controls				With Controls			
										Med				Low			
										High				Low			
										High				Low			
										High				Low			
										High				Low			
										Med				Low			
										Med				Low			
Med				Low													
TRAINING		Safe Pass		Company Induction		X		Manual Handling		X		Site Inductions		X			
Toolbox Talks		X		Abrasive wheels Training		X		Other									
CONTROL MEASURES																	
<ul style="list-style-type: none"> Operate all tools as per manufacturer's instructions. Only trained and competent personnel should change discs and operate consaws & grinders. Hot work permit system must be in place before starting work. Fire prevention equipment must also be in place i.e. Fire blankets, fire extinguishers. Area around grinding should be cleared from all combustible materials. The area should be adequately screened and signs posted to inform and protect other trades/ visitors of flying particles. Always unplug the grinder before altering guards or changing discs. Use the correct disc for the job, cutting discs for cutting and grinding discs for grinding. Power rating, spindle speeds and identification number to be clearly identified on all grinders including bench mounted grinders. A visual inspection is required by the operator before use of all machines and discs for damage. Ensure all switches and safety devices are operating correctly before using. "Dead Man" switch fitted (angle grinders) Guards always correctly positioned, properly adjusted and cleaned before use. Always secure working item in a vice or clamp. Always stand on firm level ground while grinding. Ensure that bench mounted grinders are dressed on a regular basis (leveled out). Loose clothing, long hair should be rolled/tied up. Jewelry should also be removed. Appropriate PPE must be worn and in good condition, gloves. Full face shield, ear defenders and breathing apparatus if required. 110 volt equipment only to be used with easily accessible on/off switch. Provide adequate ventilation working in a confined space and control cutting activities. Ensure abrasive wheels are stored correctly in dry containers, in manufacturers packaging. Abrasive wheels should be checked pre use. Any defects to abrasive wheels should be reported to a supervisor immediately. Do not cut overhead if possible. When cutting concrete/tarmac/pavement slabs, use water to safeguard against dust, where possible 																	
Personal Protective Equipment Required																	
																	
Hi Vis Vest		Safety Boots		Safety Gloves		Face Shield/Dust Masks		Hearing Protection		Eye Protection		Harness Protection		Hard Hats			
Mandatory on all Sites										As per job Requirements							
References:		General Application Regs 2007 to 2021 SHAWW Act 2005 HSE Guidance HS (G) 17, "Safe Use in Abrasive Wheels".															

RA-15 Compressed Air Equipment											Residual Risk: L					
Task: Operations including tools and equipment: All COMPANY locations on site where compressors are in use.											Date: May 2023					
WHO MAY BE HARMED																
Employees	X	Sub-Contractors				X	General Public									
Contractors	X	Official Visitors				X	Plant Operators				X					
HAZARDS											Risk Ratings					
											Without Controls			With Controls		
<ul style="list-style-type: none"> Grit/ Swarf Injury from tools Compressed Air Entering the body or blood stream Injury to feet if breaker points slips (usually caused by blunt point.) Noise Uncoupled hose swinging out of control Machine starting unintentionally while changing disc or attachments. Manual Handling accident moving compressor. Twisting of tool on stuck, fast or rusted nut and bolts. 											Med			Low		
											High			Low		
											Med			Low		
											Med			Low		
											Med			Low		
											High			Low		
											High			Med		
											High			Low		
TRAINING:	Safe Pass		COMPANY Induction	X	Manual Handling Training	X	Site Inductions	X	Tool Box Talks	X			Safe use of Pneumatics	X		
CONTROL MEASURES																
<ul style="list-style-type: none"> Check Equipment daily before use and report defects immediately. Equipment must be maintained and tested in accordance with legislation. Ensure engine cover/flaps must be in place during use, to ensure noise control is effective; this also includes mufflers fitted to breakers. Wear eye, foot and ear protection where needed but especially with breakers and abrasive discs. Hoses, connections and valves must be in good condition and correctly fitted. Take care when blowing out condensation etc. from hoses and ensure that the open end is secure and not pointing at anybody. Do not use compressed air for blowing down clothing etc. as compressed air can enter the body via the skin. Disconnect equipment from the compressor changing discs, tools etc. Do not fold hoses. Ensure that jockey wheel, stands and brakes are operational before manhandling compressors. Use a vehicle to move compressors whenever possible. Ensure that air receiver has been thoroughly examined within the last 24 months and a certificate provided. Power fastening and tightening equipment with a slip clutch should be used as much as possible. 																
Personal Protective Equipment Required																
								Other	Permits							
Hi Vis Vest	Safety Boots	Safety Gloves	Eye Protection	Hearing Protection		Face Shield/ Dust Masks	Hard Hats									
Mandatory on all Sites						As per job Requirements										
References:	General Application Regs 2007 to 2021 SHAWW Act 2005															

RA: 16 Use of Pneumatic Tools – Air Tools											Residual Risk L	
Task: All operations regarding the use of all Air tools											Date: May 2023	
WHO MAY BE HARMED												
Employees	X	Sub-contractors	X	General Public								
Contractors	X	Official Visitors	X	Plant Operators	X							
HAZARDS					Risk Ratings							
<ul style="list-style-type: none"> Compressed Air Vibration white finger Particles from work surface Damage to operators feet by breaker point Noise Duct Cuts Lacerations 					Without Controls		With Controls					
					High		Low					
					High		Low					
					High		Low					
					High		Low					
					High		Low					
					High		Low					
Training:	Safe Pass	Company Induction	X	Manual Handling	X	Site Induction	X	Tool Box Talks	X	CSCS	Other	
CONTROL MEASURES												
<ul style="list-style-type: none"> Others to be kept clear of the work area. Operators manual to be followed at all times Operative to be trained & competent in using and maintaining the equipment Ensure hoses are properly connected and whip check springs attached Wear appropriate P.P.E., including ear defenders, safety goggles, dust masks Select tools to minimise vibration and noise levels Ensure frequent breaks The point of the jackhammer should be kept sharpened to avoid skidding and coming into contact with operators feet Use both hands when operating Tools and ensure stable stance Hold firmly against work piece Compressor to have relevant certification including lifting gear 												
PERSONAL PROTECTIVE EQUIPMENT REQUIRED												
								Other	Permits			
Hi Vis Vest	Safety Boots	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Face Shield/Dust Masks	Hard Hats					
Mandatory on all Sites						As per job Requirements						
References:		General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021										

RA: 17 Bench Grinder										Residual Risk L																	
Task: All operatives to be competent in the operation of bench grinders. Training is required.										Date: May 2023																	
WHO MAY BE HARMED																											
Employees		X		Sub-contractors		X		General Public																			
Contractors		X		Official Visitors		X		Plant Operators		X																	
HAZARDS										Risk Ratings																	
										Without Controls		With Controls															
<ul style="list-style-type: none"> Workers being struck with sparks and metal fillings (Outcome: Personal Injury) Entanglement (Outcome: Personal Injury) Noise levels created by the Grinder. (Outcome: Personal Injury) Sparks created by Grinder. (Outcome: Minor Personal Injury) Mounting the Machine (Personal Injury) Maintenance of Machine (Personal Injury) Grinding (Personal Injury) 										High		Low															
										High		Low															
										High		Low															
										High		Low															
										High		Low															
										High		Low															
										High		Low															
TRAINING:		Safe Pass		COMPANY Induction		X		Manual Handling		X		Site Inductions		X		Tool Box		X		Abrasive Wheels Training		X		Other			
CONTROL MEASURES																											
<ul style="list-style-type: none"> Operators manual to be followed at all times Wearing Goggles (correct standard) Ensure it is secured to bench Ensure guards are in place and not tampered with N.B. No operative to remove guards, suppliers of Grinder to investigate any defect with equipment No loose clothing/jewelry to be worn, ensure vis vest is securely fastened or overalls used Provide all operators with hearing protection and personnel working close to grinder must wear hearing protection. Machine checked every time before use and any defects reported to Garage Supervisor. PAT Testing to be carried out on a yearly basis Machine to be mounted in an area with restricted access Work piece must never be held with gloves, cloth, apron or pliers If the grinding wheel are in poor condition (Chipped, grooved & clogged) do not use. Dress or replace the wheels and ensure that they are dressed regularly and that the tool rests are always adjusted to within 1mm of the wheel and on or above the centre of the wheel Competent users only 																											
PERSONAL PROTECTIVE EQUIPMENT REQUIRED																											
																Other		Permits									
Hi Vis Vest		Safety Boots		Safety Gloves		Face Shield/Dust Masks		Hearing Protection		Eye Protection		Harness Protection		Hard Hats													
Mandatory on all Sites														As per job Requirements													
References:		General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021																									

RA-18 Use of Chop-saws and pipe cutting machines	Residual Risk: L
Task: Use of Chop-saws and George fisher pipe cutting machines	Date: May 2023


WHO MAY BE HARMED

Employees	X	Sub-Contractors	X	General Public	X
Contractors	X	Official Visitors	X	Plant Operators	X
HAZARDS		Risk Ratings			
		Without Controls		With Controls	
- Disc burst		High		Low	
- cuts		High		Low	
- lacerations		Med		Low	
- clothes / entanglement		Low		Low	
- fumes, dust		Med		Low	
- flying particles		High		Low	
- electrocution		Med		low	
TRAINING:	Safe Pass	COMPANY Induction	X	Manual Handling Training	X
				Site Inductions	X
				Tool Box Talks	X
				Abrasive Wheels Training	X
				Other	









CONTROL MEASURES









- Operators Manual must be followed on chop-saws being used.
- A hot-works permit will be obtained where necessary
- Emergency equipment will be in place in the event of a fire.
- All operators will have undergone Abrasive Wheels training prior to being authorised to do any work with or on a chop saw.
- Guards must be in place and used at all times and electrical inspections must take place on a bi-monthly. Loose clothing must be tied up, long hair put under hard hat and all hanging jewelry removed.
- Disc or blade to be fitted by trained operators only and according to manufacturer's Instructions ensuring that the speed of blade/disc is compatible with the machine.
- Ensure blade is freely rotating, properly secured and free from chips, cracks and vibration.
- NEVER use a defective blade.
- Ensure leads/plugs/cables are in perfect working order.
- Remove or cover with fire blanket all combustible material.
- Run blade for 30 seconds.
- Always keep cutting parts away from the body and hold machine with two hands.
- Be aware that the disc or blade may jump or jam causing sudden jolt forward.
- Discard any damaged tools or poorly maintained tools.
- Keep dust to a minimum, damp down areas if necessary. Remember that ear protection must be worn where noise levels exceed 85db.
- Erect warning signs to alert others to the dangers involved.
- **Site PPE requirements** Steel toe cap boots, High Visibility Vest, Hard hat, Safety Goggles, plus ear defenders, face shield, dust mask, kevlar gloves.









Personal Protective Equipment Required









								Other	Permits
Hi Vis Vest	Safety Boots	Safety Gloves	Face Shield/Dust Masks	Hearing Protection	Eye Protection	Harness Protection	Hard Hats		
Mandatory on all Sites						As per job Requirements			









References:	SHAWW ACT 2005 / General Application Regs 2007 to 2021 / Construction Regulations 2013 to 2021
-------------	--

RA-19 Use of Angle Grinder										Residual Risk: L							
Task: Use of Angle Grinder										Date: May 2023							
WHO MAY BE HARMED																	
Employees	X	Sub-Contractors	X	General Public	X												
Contractors	X	Official Visitors	X	Plant Operators	X												
HAZARDS				Risk Ratings													
				Without Controls					With Controls								
Personal injury <ul style="list-style-type: none"> cuts lacerations clothes entanglement fumes, dust flying particles electrocution 																	
				High					Low								
				Med					Low								
				Low					Low								
				Med					Low								
				High					Low								
				high					low								
TRAINING:				Safe Pass		COMPANY Induction	X	Manual Handling	X	Site Inductions	X	Tool Box	X	Abrasive Wheels Training	X	Other	
CONTROL MEASURES																	
<ul style="list-style-type: none"> Operators manual to be followed at all times A hot-works permit will be obtained where required. Emergency equipment will be in place in the event of a fire. All operators will have undergone Abrasive Wheels training prior to being authorised to use the Angle Grinder. Guards must be in place and used at all times and electrical inspections must take place on a bi-monthly. Loose clothing must be tied up, long hair put under hard hat and all hanging jewellery removed. Disc or blade to be fitted by trained operators only and according to manufacturers Instructions ensuring that the speed of blade/disc is compatible with the machine. Ensure blade is freely rotating, properly secured and free from chips, cracks and vibration. NEVER use a defective blade. Ensure leads/plugs/cables are in perfect working order. Remove or cover with fire blanket all combustible material. Run blade for 30 seconds before applying it to the actual task. Never attempt to use a 9" grinder above waist height. Never use a grinder between the legs or while sitting on the floor. Always keep cutting parts away from the body, and hold machine with two hands. Be aware that the disc or blade may jump or jam causing sudden jolt forward. Discard any damaged tools or poorly maintained tools. Keep dust to a minimum, damp down areas if necessary. Remember that ear protection must be worn Erect warning signs to alert others to the dangers involved. 																	
Personal Protective Equipment Required																	
								Other	Permits								
Hi Vis Vest	Safety Boots	Safety Gloves	Harness Protection	Hearing Protection	Eye Protection	Face Shield/Dust Masks	Hard Hats										
Mandatory on all Sites							As per job Requirements										
References:		SHAWW ACT 2005 / General Application Regs 2007 to 2021 Construction Regulations 2013 to 2021															

RA: 20 Bench Drill/Drilling Tools										Residual Risk	
Task: All operatives to be competent in the use of this machine.										Date: May 2023	
WHO MAY BE HARMED											
Employees	X	Sub-contractors	X	General Public							
Contractors	X	Official Visitors	X	Plant Operators	X						
HAZARDS					Risk Ratings						
<ul style="list-style-type: none"> Workers being struck with sparks and metal fillings(Outcome: Personal Injury) Entanglement(Outcome: Personal Injury) Noise levels created by the Grinder.(Outcome: Personal Injury) Sparks created by Grinder.(Outcome: Minor Personal Injury) Mounting the Machine(Personal Injury) Maintenance of Machine(Personal Injury) Grinding(Personal Injury) 					Without Controls	With Controls					
					High	Low					
					High	Low					
					High	Low					
					High	Low					
					High	Low					
					High	Low					
					High	Low					
Training:	Safe Pass	Company Induction	X	Manual Handling	X	Site Induction	X	Tool Box Talks	X	Tool Training	Other
CONTROL MEASURES											
<ul style="list-style-type: none"> Eye protection to be worn Operators instructions to be followed at all times Ensure guards are in place and not tampered with N.B. No operative to remove guards, suppliers of Bench Drill to investigate any defect with equipment No loose clothing to be worn, ensure vis vest is securely fastened or overalls worn Provide all operators with hearing protection and personnel working close to Drill must wear hearing protection. Machine checked every time before use for any defects and all defects must be reported immediately to supervisor. PAT Testing to be carried out on a regular basis. Competent operatives only 											
PERSONAL PROTECTIVE EQUIPMENT REQUIRED											
								Other	Permits		
Hi Vis Vest	Safety Boots	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Face Shield/Dust Masks	Hard Hats				
Mandatory on all Sites						As per job Requirements					
References:		General Application Regs 2007 to 2021 SHAWW Act 2005									

RA: 21 Circular saw & Bench saws										Residual Risk L					
Task: All operatives to be competent in the use of a Circular & Bench saw prior to using same.										Date: May 2023					
WHO MAY BE HARMED															
Employees		X	Sub-contractors		X	General Public									
Contractors		X	Official Visitors		X	Plant Operators						X			
HAZARDS						Risk Ratings									
						Without Controls				With Controls					
Cutting Severing from contact with blade						High				Low					
Eye or skin injury from ejected pieces						High				Low					
Work Piece Risks						High				Low					
Kickback injuries						High				Low					
Manual handling/ ergonomic injuries						High				Low					
Dust						High				Low					
Noise						High				Low					
Vibration						High				Low					
Electrocution						High				Low					
TRAINING:		Safe Pass		COMPANY Induction	X	Manual Handling	X	Site Inductions	X	Tool Box	X	Abrasive Wheels Training	X	Other	
CONTROL MEASURES															
<ul style="list-style-type: none"> Only competent personal operate machinery Operators instructions to be followed at all times Inspect saw for defects / replace chipped cracked blades Check power cables .Use only for cutting Long periods of saw use to be broken up with alternate activities to allow body, limb, digit recovery from vibration and poor postural positions or repetitive movements. Eye protection to be worn at all times Ensure guards are in place and not tampered with NB No operative to remove guards, any defect with equipment must be reported to supervisor No loose clothing to be worn, ensure vis vest is securely fastened or overalls worn Provide all operators with hearing protection and personnel working close to saws must wear hearing protection. Provide workers with dust masks, eye protection where there is excessive dust. Machine to be checked every time before use. PAT Testing to be carried on a regular basis Equipment selected is suitable for the task. Operatives are competent to inspect and operate equipment. Saw blades – high quality unchipped, maintained sharp , tightened correctly Ensure work piece is secure and stable, use trestles clamps etc where required. Inspection Use and Maintenance of machine as per manufacture recommendations Service and repair by competent person 															
PPE - respiratory protection equipment – dust masks Noise protection Eye protection – goggles															
PERSONAL PROTECTIVE EQUIPMENT REQUIRED															
								Other	Permits						
Hi Vis Vest	Safety Boots	Safety Gloves	Harness Protection	Hearing Protection	Eye Protection	Face Shield/ Dust Masks	Hard Hats								
Mandatory on all Sites										As per job Requirements					
References:		General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021 o													

RA: 22 Welding										Residual Risk			
Task: Only competent operative to use welding equipment. Ensure that the equipment is in good working order for works across the sites										Date: May 2023			
WHO MAY BE HARMED													
Employees	X	Sub-contractors	X	General Public									
Contractors	X	Official Visitors	X	Plant Operators	X								
HAZARDS					Risk Ratings								
					Without Controls		With Controls						
<ul style="list-style-type: none"> Respiratory disease Systemic Poisoning UV radiation Ozone Welding fumes Eye injuries Burns to personnel Fire Electrocution Grinding tools, Explosives 					High		Low						
					High		Low						
					High		Low						
					High		Low						
					High		Med						
					High		Low						
					High		Med						
					High		Low						
					High		Med						
					High		Low						
Training:	Safe Pass	COMPANY Induction	X	Manual Handling	X	Site Induction	X	Tool Box Talks	X	Tool Training		Other	
CONTROL MEASURES													
<ul style="list-style-type: none"> Hot works permit to be completed before work commences when required Welding shields with the appropriate anti-flash screen to be worn Welders to wear leather welding shrouds and hoods or flame retardant overalls Welding sets to be earthed Welding equipment to be checked regularly by competent person Welders, while welding, not to wear high viz vest Store and handle gas cylinders correctly Keep flammables away from area where welding is taking place Fire extinguishers to be immediately available in the area Fire blankets to be used when required Protect from infra-red and visible light by means of box goggles with a housing made to BS 1542 and filters made to BS EN 169 and 171 UV radiation to be avoided with filters to BS EN 169 and 170 Ventilate to avoid heat stress Welding screens to be erected between welder and others Refer to RA for gas cylinders Site Emergency Plan & Fire Evacuation Plan Operators instructions to be followed at all times. Regular fire checks of work area after work is completed. 													
PERSONAL PROTECTIVE EQUIPMENT REQUIRED													
								Other	Permits				
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats						
Mandatory on all Sites						As per job Requirements							
References:		General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021											

RA: 23 Gas Welding & Cutting Equipment										Residual Risk L			
Task: All operational activities with welding & Cutting including working on plant and machinery maintenance										Date: May 2023			
WHO MAY BE HARMED													
Employees	X	Sub-contractors		General Public	X								
Contractors	X	Official Visitors		Plant Operators	X								
HAZARDS				Risk Ratings									
				Without Controls	With Controls								
<ul style="list-style-type: none"> Fire Cylinder explosion Inhalation of toxic fumes. Asphyxiation Injury to eyes Burns 				High	Low								
				Med	Low								
				Med	Low								
				Med	Low								
				Med	Low								
				Med	Low								
Training:	Safe Pass	COMPANY Induction	X	Manual Handling	X	Site Induction	X	Toolbox Talks	X	Tool Training	x	Other	X
CONTROL MEASURES													
<ul style="list-style-type: none"> Only competent persons to use equipment. The minimum number of gas cylinders will be kept in the workplace Suitable screens and fire blankets will be readily available to protect personnel etc. from sparks and heat. Flash back arrestors are fitted to all gas regulator sets. Fire extinguishers will be located in close proximity to flame cutting or welding. Combustible materials will not be allowed in the hot work area. Trolley to be available to move gas cylinders All cylinders are secured in a gas bottle trolley. Spark guns to be used to ignite the flame. Oxy / fuel gas equipment to be shut down when not in use. All instructions regarding the use and storage of gas cylinders are followed as outlined in the SDS. All hoses, regulators, torches etc. will be maintained in good condition. PPE- Suitable goggles, Gloves, Overalls, Safety boots, respiratory protection where applicable Monitor the correct use of gas equipment. Trade training in use of equipment Personnel to be made aware of hazards, risks and control measures associated with flame cutting. Operators instructions to be followed at all times 													
PERSONAL PROTECTIVE EQUIPMENT REQUIRED													
								Other	Permits				
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats						
Mandatory on all Sites						As per job Requirements			Yes				
References:		General Application Regs 2007 to 2021 , SHAWW Act 2005, Construction Regulations 2013 to 2021											

RA: 24 Use of Gas cylinders										Residual Risk				M			
Task: All operations involved in the use of CO2 Gas Cylinders										Date: May 2023							
WHO MAY BE HARMED																	
Employees			X		Sub-contractors			X		General Public			X				
Contractors			X		Official Visitors			X		Plant Operators			X				
HAZARDS Full and empty cylinders pose a risk of fire and explosion Manual handling injuries Transport/Storage Leaks								Risk Ratings									
								Without Controls					With Controls				
								High					Low				
								High					Low				
								High					Low				
High					Med												
Training:		Safe Pass		Company Induction		X	Manual Handling	X	Site Induction		X	Toolbox talks	X	Gas Training	X	Other	

CONTROL MEASURES

- Persons must never use compressed gases without receiving proper training. Managers to ensure that all persons under their control using compressed gases have been trained, Pre Use Safety Inspection should be undertaken
- Always ensure that Safety Data Sheets are available for any gas in use.
- Do not locate cylinders on escape routes where they may pose a risk in an emergency situation.
- Ensure gas tubing is in good condition and is suitable for the gas, never use natural rubber tubing with O2.
- Never lay cylinders on their side unless they are empty and are being stored prior to removal off site. Never lay acetylene cylinders on their side, even when empty. When using flammable gases remove potential sources of ignition from the area where possible. Cylinders must always be securely fastened to a wall. Cylinders must never be left freestanding.
- The use of PTFE tape to seal joints is prohibited. The use of oil or greases on cylinder threads is prohibited.
- The regulator should be closed / turned to zero before opening the cylinder valve at the spindle.
- Flammable/fuel gases such as Hydrogen or Methane must never be used or stored in the same area as Oxygen, unless separated by a distance of 3 metres or a fire-resistant wall.
- Correctly sized tools must be used when fitting regulators to ensure no damage to the fittings and a secure fit.
- Naked flames must not be used in areas where flammable gases are stored or used.
- Regulators and other fittings must be rated and suitable for the gas in use.
- Areas in which compressed gases are in use must be adequately and continuously ventilated.
- Repairs to damaged regulators may only be undertaken by a competent service provider.
- When a cylinder is not in use the cylinder valve should be closed.
- Regulators must be serviced on a regular basis, as per the manufacturers instructions. As a general rule an annual inspection with a five year replacement or reconditioning is recommended.
- Gas supply pipe lines from centrally located cylinders must be inspected on a regular basis for leaks.









Storage

- Cylinders must be transported and secured in using a suitably sized cylinder trolley.
- Safety Boots and gloves must be worn when handling large compressed gas cylinders.
- Persons must never attempt to catch a falling cylinder.
- Regulators must be removed before transporting cylinders, event for short distances.
- Cylinders should be stored in well ventilated areas protected from the effects of weather and out of direct sunlight.
- Full cylinders should be stored separately to empty cylinders.
- Cylinders must be secured in an upright position.

Leak Response

If the leak is small, attempt to close off the cylinder valve but do not endanger yourself. Eliminate all sources of ignition, ventilate and evacuate the area. If the leak is large, evacuate the area and sound the fire alarm.
Following the large scale leakage of an asphyxiating gas e.g. nitrogen, argon, etc, do not re-enter the area without permission. Be aware that gases can accumulate at floor or roof level without detection if leaks are small.









PERSONAL PROTECTIVE EQUIPMENT REQUIRED









								Other	Permit s
Hi Vis Vest	Safety Boots	Face Shield/ Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats		

Mandatory on all Sites

As per job Requirements

References: General Application Regs 2007 to 2021
SHAWW Act 2005

RA: 25 General Workshop Activities										Residual Risk																	
Task: All operational activities in the Workshop including working on a plant and machinery maintenance										Date: May 2023																	
WHO MAY BE HARMED																											
Employees			X		Sub-contractors					General Public																	
Contractors			X		Official Visitors					Plant Operators			X														
HAZARDS								Risk Ratings																			
								Without Controls				With Controls															
								High				Low															
								High				Low															
								High				Low															
								High				Low															
								High				Low															
Slips and trips.								High						Low													
Damaged or worn hand tools and/or incorrect use of tools.								High						Low													
Injury from incorrect use of machinery.								High						Low													
Dust								High						Low													
Entanglement or injury from portable electrical tools.								High						Low													
Wood coatings, glues, adhesives etc. – toxicity and dermatitis								High						Low													
Physical injury from protruding fixings, e.g. nails, screws etc.								High						Low													
Noise.								High						Low													
Training:		Safe Pass		Company Induction		X		Manual Handling		X		Site Induction		X		Toolbox talks		X		CSCS				Other			
CONTROL MEASURES																											
<ul style="list-style-type: none">• Ensure correct PPE is worn when operating equipment, seek advice if unsure.• Suitable arrangements for moving materials and equipment safely.• Ensure work area is tidy and kept clear of debris etc.• Inspect equipment and tools for faults/damage before use.• If heavy or awkward items are being worked on or moved mechanical handling equipment or assistance should be obtained. If required contact supervisor.• Use only approved equipment and power tools if competent in their use and ensures familiarity with machinery and electrical isolation controls.• Proper control of dust and shavings etc. should be employed. Where necessary use a dust mask to prevent inhalation of dust.• Precautions should be taken to minimise skin contact with oils, adhesive, resins and timber treatment chemicals.• Warning signs must be displayed if appropriate.• Use hearing protection if noise levels excessive and advise others to wear hearing protection also.• Ensure that appropriate guards are in place and adjusted correctly for the work to hand.• Ensure safe storage of materials, e.g. timber, boards etc. <p>On completion</p> <ul style="list-style-type: none">• Tidy up. Clean work area, machinery and equipment used.• Replace equipment, store away unused materials and chemicals safely. Reset/isolate machinery.• Secure workshop.																											
PERSONAL PROTECTIVE EQUIPMENT REQUIRED																											
																Other		Permits									
Hi Vis Vest		Safety Boots		Face Shield/Masks		Safety Gloves		Eye Protection		Hearing Protection		Harness Protection		Hard Hats													
Mandatory on all Sites				As per job Requirements																							
References:				General Application Regs 2007 to 2021 , SHAWW Act 2005, Construction Regulations 2013 to 2021																							









RA: 26 Routers/Planers/Drills										Residual Risk L		
Task: All operational activities in the Workshop including working on a plant and machinery maintenance										Date: May 2023		
WHO MAY BE HARMED												
Employees	X	Sub-contractors		General Public								
Contractors	X	Official Visitors		Plant Operators	X							
HAZARDS						Risk Ratings						
<ul style="list-style-type: none"> Cutting from contacts blade. Damaged or worn hand tools and/or incorrect use of tools. Injury from incorrect use of machinery. Dust /Noise./ Eye injuries Entanglement or injury from portable electrical tools. Wood coatings, glues, adhesives etc. – toxicity and dermatitis Physical injury from protruding fixings, e.g. nails, screws etc. Electrocution 						Without Controls			With Controls			
						High			Low			
						High			Low			
						High			Low			
						High			Low			
						High			Low			
						High			Low			
						High			Low			
						High			Low			
Training:	Safe Pass	Company Induction	X	Manual Handling	X	Site Induction	X	Toolbox talks	X	Tool Training	X	Other
CONTROL MEASURES												
<ul style="list-style-type: none"> Operators instructions to be followed at all times Ensure correct PPE is worn when operating equipment, seek advice if unsure. Suitable arrangements for moving materials and equipment safely. Ensure work area is tidy and kept clear of debris etc. Inspect equipment and tools bits blades for chips, cracks, wear , sharpness , tightened correctly for faults/damage. If heavy or awkward items are being worked on or moved mechanical handling equipment or assistance should be obtained. If required contact supervisor. Ensure work piece is secure and stable, use trestles clamps etc where required. Use only approved equipment and power tools if competent in their use and ensures familiarity with machinery and electrical isolation controls. Proper control of dust and shavings etc. should be employed. Where necessary use a dust mask to prevent inhalation of dust. Precautions should be taken to minimise skin contact with oils, adhesive, resins and timber treatment chemicals. Warning signs must be displayed if appropriate. Use hearing protection if noise levels excessive and advise others to wear hearing protection also. Ensure that appropriate guards are in place and adjusted correctly for the work to hand. Ensure safe storage of materials, e.g. timber, boards etc. <p>On completion</p> <ul style="list-style-type: none"> Tidy up. Clean work area, machinery and equipment used. Replace equipment, store away unused materials and chemicals safely. Reset/isolate machinery. <p><u>Safe systems of work</u></p> <p>Inspect electric tool for defects Check power cables for wear damage.</p> <p>Long periods of equipment use to be broken up with alternate activities to allow body, limb, and digit recovery from vibration and poor postural positions or repetitive movements.</p> <p>Maintenance as per manufacture recommendations, Service and repair by competent person</p>												
PERSONAL PROTECTIVE EQUIPMENT REQUIRED												
								Other	Permits			
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats					
Mandatory on all Sites						As per job Requirements						
References:		General Application Regs 2007 to 2021 , SHAWW Act 2005, Construction Regulations 2013 to 2021										

RA 27 Circular cut saw / jigsaws										Residual Risk L							
Task: All operational activities in the Workshop including working on a plant and machinery maintenance										Date: May 2023							
WHO MAY BE HARMED																	
Employees			X		Sub-contractors					General Public							
Contractors			X		Official Visitors					Plant Operators			X				
HAZARDS								Risk Ratings									
								Without Controls			With Controls						
Cutting Severing from contact with blade Eye or skin injury from ejected pieces Work Piece Risks Kickback injuries Manual handling/ ergonomic injuries Dust / Noise Vibration Electrocution								High			Low						
								High			Low						
								High			Low						
								High			Low						
								High			Low						
								High			Low						
								High			Low						
								High			Low						
Training:		Safe Pass	X	Company Induction		X	Manual Handling	X	Site Induction		X	Toolbox talks	X	Abrasive Wheels Training	x	Other	

CONTROL MEASURES

- Only competent personal operate machinery as per manufactures instructions.
- Inspect equipment and tools for faults/damage before use. GUARDS Adjustable Saw guards and SAFETY DEVICES
- Saw blades – high quality unchipped, maintained sharp , tightened correctly
- Ensure work piece is secure and stable, use trestles clamps etc where required.
- Inspect saw for defects / replace chipped cracked blades. Check power cables .Use only for cutting
- Long periods of saw use to be broken up with alternate activities to allow body, limb, digit recovery from vibration and poor postural positions or repetitive movements.
- Maintenance and operation as per manufacture recommendations. Service and repair by competent person
- Management will ensure that equipment is properly assembled, guards and safety features maintained and used. Monitor the correct use of tools and equipment. Management to ensure operatives are competent in machine identification/ setting /adjusting/operation/ tooling and inspection of safety features.
- Training: Operatives provided with information on hazards risks and controls associated with equipment.
- Operatives must be trained in the safe use of circular saw and guards, tools provided, if not already covered in craft training. Supervisors require training in the inspection of guards, and safe systems of work.
- Ensure correct PPE is worn when operating equipment, seek advice if unsure.
- Suitable arrangements for moving materials and equipment safely. Ensure work area is tidy and kept clear of debris etc. If heavy or awkward items are being worked on or moved mechanical handling equipment or assistance should be obtained. If required contact supervisor.
- Use only approved equipment and power tools if competent in their use and ensures familiarity with machinery and electrical isolation controls.
- Proper control of dust and shavings etc. should be employed. Where necessary use a dust mask to prevent inhalation of dust. Warning signs must be displayed if appropriate.
- Use hearing protection if noise levels excessive and advise others to wear hearing protection also.

PERSONAL PROTECTIVE EQUIPMENT REQUIRED

								Other	Permits
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats		

Mandatory on all Sites

As per job Requirements

References:

General Application Regs 2007 to 2021 ,
SHAWW Act 2005, Construction Regulations 2013 to 2021

RA-28 Electricity- Temporaries, Portable Power & Equipment							Residual Risk: M
Task: Operations including tools and equipment: All Company locations. Includes battery and electric power tools and equipment. Use of drills, grinders, leads, transformers, generators, test equipment, welding plant.							Date: May 2023

WHO MAY BE HARMED

Employees	X	Sub-Contractors	X	General Public	
Contractors	X	Official Visitors		Plant Operators	X

HAZARDS							Risk Ratings								
							Without Controls			With Controls					
<ul style="list-style-type: none">ElectrocutionFireDamage to equipmentHand/eye InjuriesSerious bodily InjuriesSerious bodily InjuriesNon Earthed Metal Work							High			Med					
							High			Med					
							High			Low					
							High			Low					
							High			Low					
							High			Low					
Training:		Safe Pass		Company Induction	X	Manual Handling	X	Site Induction	X	Toolbox talks	X	CSCS		Other	

CONTROL MEASURES









- Temporary supplies will be planned to take into account load requirements, environmental conditions, and progress of work.
- Only competent electricians are authorised to install or modify temporary supplies.
- The installation will be certified before being brought into use
- All portable equipment must be 110V unless specific arrangements have been made.
- Supply and distribution units will be lockable and the keys controlled
- Signs warnings of electrical hazards will be displayed on supply units
- Fire extinguishers (carbon dioxide) will be available adjacent to distribution units
- Rubber gloves and rubber mats are to be used for live work
- All cables will be routed so as to prevent their damage and avoid tripping hazards.
- Subcontractors will receive additional induction training on arrival at site where live system work is processing.
- Permit to work system of other suitable means of control to be used when work on live systems is foreseen.
- Only use 110v systems, which are center tapped to earth so the maximum electric shock they give is 55 volts.
- Only use properly earthen or double insulated tools. All 110volts leads and sockets will be colour coded yellow.
- ELCB protection must be provided as necessary and tested at least monthly.
- Screened cables must be used for all equipment supplied at voltages greater than 110v e.g. Welding plants.
- All equipment must be pre use checked, weekly (documented) and regular inspections to be carried out on all electrical equipment by a competent person. All portable electric tools that are damaged shall be removed from use and tagged "Do Not Use"
- All defects to tools should be reported immediately to the site supervisor.
- Ensure all employees are properly trained in the use of electrical power tools.
- Temporary electrical supplied must be installed to a prescribed standard and makeshift arrangements are not allowed.
- Take care not to cut through electric cables supplying power tools.
- All cable repairs are made with proprietary cable connections so as to maintain the physical characteristics of the cable.
- Electric tools are not to be used when the operator is wet or standing on wet ground or flooring.
- Special precautions are taken for the use of electrical tools in flammable atmospheres.
- Operatives will not be permitted to work alone on live systems.

Pre Use Checks on Power Tools

- Is the power tool double insulated? Is the casing intact- no cracks or breaks? Is the battery casing intact and no shorts on terminals? Is the trigger operating- start/stop, forward/reverse? Is the lead/plug in good condition?

Warning: Drill bits/rotating parts can become very hot-Allow cooling time before touching.









Personal Protective Equipment Required









								Other	Permit s
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats		









Mandatory on all Sites









As per job Requirements

References:	General Application Regs 2007 to 2021 National Rules for Electrical Installations (ETCI Regs) Fourth Edition and Amendments SI 258 Explosives Atmospheres 2003 (ATEX) ET 215 (2008)
--------------------	--

RA: 29 Air Spanner										Residual Risk L		
Task: All operational activities in the Workshop including using the air spanner										Date: May 2023		
WHO MAY BE HARMED												
Employees	X	Sub-contractors		General Public								
Contractors	X	Official Visitors		Plant Operators						X		
HAZARDS						Risk Ratings						
						Without Controls			With Controls			
						High			Low			
						High			Low			
						High			Low			
<ul style="list-style-type: none"> External and internal Body injury - horseplay with compressed air Skin and eye injury from contact with air or blown particles. Explosion of vessels storing compressed air Slip trip injuries from hoses Fire 						Med			Low			
Training:	Safe Pass	Company Induction	X	Manual Handling	X	Site Induction	X	Tool Box talks	X	Tool Training	X	Other
CONTROL MEASURES												
<ul style="list-style-type: none"> Operators Manual to be followed at all times Suitable and sufficient equipment to be provided for tasks. Inspection of compressed air system, fuel system, hoses, fittings, regulator, valves Maintenance as per manufacture recommendations, Service and repair by competent person. Workers trained in safe working procedures and dangers of horseplay, All equipment checked before use and faults reported to management. Safety is essential when using the air tool. If you are not sure, ask your supervisor. Always wear protective equipment and clothing such as eye wear or a face shield, overalls, gloves and other necessary protective clothing. Use protective barriers where necessary. When mounting and dismounting accessories such as impact sockets and buzz out wheels, make sure to disconnect the tool from the air line or to shut off the air line/ power source. Always use the correct accessories. Do not use worn, warped and damaged accessories. Always use the correct air hose and fittings such as an inlet bushing, hose nipple and hose coupler and inspect them regularly for wear and damage and replace when necessary. Check the connections before use. (If the hose comes away while you're working with the inflator or the air tool, it can damage the vehicle, or injure you.) Keep the air hose clear of working parts of the air tool so that it doesn't get caught in them. Check that all attachments are tight before starting the tool. Remember to always disconnect the tool from the air supply/power source when changing attachments. Do not use the air hose/lead for supporting, lifting or lowering the tool. Make sure before use that the tool runs as per its specifications. The tool should be used according to its capacity and only for its own purpose. Do not burst into full speed operation. Avoid any bumping action and excessive pressure. Do not use the tool in a place which is filled with flammable gas. Never use or continue to operate the tool when you feel abnormal vibration, hear unusual sounds, notice unusual changes in speed or find any other irregularities. Torque for a particular wheel shall be followed. All nuts should be manually checked for torque with a manual wrench. When refuelling petrol operated impact wrench ensures that the engine is cool as there is a risk of fire. Management will ensure that equipment is properly used, inspected and maintained. Operatives provided with information on hazards risks and controls associated with equipment 												
PERSONAL PROTECTIVE EQUIPMENT REQUIRED												
								Other	Permits			
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats					
Mandatory on all Sites				As per job Requirements								
References:		General Application Regs 2007 to 2021 , SHAWW Act 2005, Construction Regulations 2013 to 2021										

RA:30 Removing and Replacing Wheels from Vehicles										Residual Risk L			
Task: All operational activities with regard removing and replacing wheels on vehicles										Date: May 2023			
WHO MAY BE HARMED													
Employees	X	Sub-contractors		General Public									
Contractors	X	Official Visitors		Plant Operators	X								
HAZARDS				Risk Ratings									
				Without Controls	With Controls								
<ul style="list-style-type: none"> Malfunction of equipment Vehicle Collapsing Crushing Pinching Wheel falling on people 				Med	Low								
				Med	Low								
				Med	Low								
				Med	Low								
				Med	Low								
Training:	Safe Pass	Company Induction	X	Manual Handling	X	Site Induction	X	Tool Box talks	X	Inhouse Training	x	Other	
CONTROL MEASURES													
<ul style="list-style-type: none"> Maintenance carried out on lifting equipment by competent persons only including Hydraulic jacks. Daily pre-user checks on all lifting equipment GA2 forms complete weekly GA1 inspections 6 monthly Slings to be inspected prior to use Operatives regularly inspect lifting equipment and are instructed to report faults immediately to the manager All service and repairs are undertaken by competent mechanic Jacks to be placed under vehicle at proper lifting points Vehicle to be chocked SWL must never be exceeded Persons must not work under Vehicle Ensure all persons are clear while work is being carried out Keep clear of all moving parts All guidelines outlined by manufacturer / suppliers manuals will be followed at all times. Management must ensure implementation of, monitor and maintain; Provision of adequate maintenance information to operatives Safe maintenance procedures and associated equipment / PPE Regular maintenance and inspection of hoist All operatives to be trained in the safe use of lifting equipment 													
PERSONAL PROTECTIVE EQUIPMENT REQUIRED													
								Other	Permits				
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats						
Mandatory on all Sites						As per job Requirements							
References:		General Application Regs 2007 to 2021 SHAWW Act 2005, Construction Regulations 2013 to 2021											

RA: 31 Inflating Tyres										Residual Risk							
Task: All operational activities including inflating tyres in course of completing repairs										Date: May 2023							
WHO MAY BE HARMED																	
Employees	X	Sub-contractors		General Public													
Contractors	X	Official Visitors		Plant Operators	X												
HAZARDS					Risk Ratings												
					Without Controls	With Controls											
<ul style="list-style-type: none"> Malfunction of equipment Noise Crushing Exploding Air hoses 					High	Low											
					High	Low											
					High	Low											
					High	Low											
					High	Low											
Training:					Safe Pass	Company Induction	X	Manual Handling	X	Site Induction	X	Tool Box talks	X	Pumping Tyres	x	Other	
CONTROL MEASURES																	
<ul style="list-style-type: none"> Maintenance carried out on all equipment by competent persons only. Daily pre-user checks on all equipment Compressor to be checked regularly Operatives regularly inspect equipment and are instructed to report faults immediately to the manager All service and repairs are undertaken by competent Persons Air hoses to be checked before use Ensure all persons are clear while inflating tyres Tyres should be in cage while being inflated. If this is not possible vehicle must be isolated away from normal activities and ensure no one is in front of inflated tyres. Clip on fittings must be used with long hoses so operator is positioned in a safe place Tyre must be inflated to correct pressure Do not over inflate. Let tyre settle before removing air hose Keep all persons clear of operation All guidelines outlined by manufacturer of tyres & equipment must be followed at all times. Hearing protection Gloves & Eye protection Management must ensure implementation of, monitor and maintain; Provision of adequate maintenance information to operatives Safe maintenance procedures and associated equipment / PPE Regular maintenance and inspection of all equipment All operatives to be trained in the safe use of equipment 																	
PERSONAL PROTECTIVE EQUIPMENT REQUIRED																	
								Other	Permits								
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats										
Mandatory on all Sites					As per job Requirements												
References:		General Application Regs 2007 to 2021 , SHAWW Act 2005, Construction Regulations 2013 to 2021															

RA: 32 Working on Wheels and Tyres and Inflating Tyres										Residual Risk L		
Task: All operational activities involved with working on tyres										Date: May 2023		
WHO MAY BE HARMED												
Employees		X	Sub-contractors			General Public		X				
Contractors		X	Official Visitors			Plant Operators		X				
HAZARDS						Risk Ratings						
						Without Controls			With Controls			
<ul style="list-style-type: none"> Manual Handling Damaged Wheels Air blasts causing serious injury Malfunction of Equipment Noise Crushing Exploding Air Hoses 						High			Low			
						Med			Low			
						High			Low			
						Med			Low			
						Med			Low			
						Med			Low			
						Med			Low			
Training:	Safe Pass		Company Induction	X	Manual Handling	X	Site Induction	X	Tool Box talks	X	Pumping Tyres	Other
CONTROL MEASURES												
<ul style="list-style-type: none"> A Replace badly damaged wheels. Always deflate tyres before starting repairs. Always stand clear of tyres during inflation. Inflate tyres to the correct pressures. Never over inflate tyres. Replace badly damaged wheels Maintenance carried out on all equipment by competent persons only. Daily pre-user checks on all equipment. Compressor to be checked regularly Operatives regularly inspect equipment and are instructed to report faults immediately to the manager All service and repairs are undertaken by competent Persons Air hoses to be checked before use Ensure all persons are clear while inflating tyres Tyres should be in cage while being inflated. If this is not possible vehicle must be isolated away from normal activities and ensure no one is in front of inflated tyres. Clip on fittings must be used with long hoses so operator is positioned in a safe place Tyre must be inflated to correct pressure Do not over inflate. Let tyre settle before removing air hose Keep all persons clear of operation All guidelines outlined by manufacturer of tyres & equipment must be followed at all times. Hearing protection Gloves & Eye protection Management must ensure implementation of, monitor and maintain; Provision of adequate maintenance information to operatives Safe maintenance procedures and associated equipment / PPE Regular maintenance and inspection of all equipment All operatives to be trained in the safe use of equipment 												
PERSONAL PROTECTIVE EQUIPMENT REQUIRED												
								Other	Permits			
Hi Vis Vest	Safety Boots	Face Shield/ Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats					
Mandatory on all Sites				As per job Requirements								
References:		General Application Regs 2007 to 2021 , SHAWW Act 2005,										

RA: 33 Repair and Maintenance										Residual Risk L					
Task: All operational activities involved with maintenance both on site and in the workshop										Date: May 2023					
WHO MAY BE HARMED															
Employees			X		Sub-contractors						General Public				
Contractors			X		Official Visitors						Plant Operators		X		
HAZARDS <ul style="list-style-type: none">Fall From Heights from machineryElectrocutionCrush injuriesCaught up in drive shafts(entanglement)Slips, trips & fallsNoise (from other activities in area)CutsRisk from chemical & oils.								Risk Ratings							
								Without Controls				With Controls			
								High				Low			
								High				Low			
								High				Low			
								High				Low			
								High				Low			
								High				Low			
								High				Low			
								High				Low			
Training:		Safe Pass		Company Induction	X	Manual Handling	X	Site Induction	X	Tool Box talks	X	Isolation Procedure	X	Other	

Control Measure

- Only competent personnel are to conduct maintenance. **LOCKOUT must always be in place.**
- All guidelines outlined by manufacturer / supplier safety handbooks and SDS must be followed.
- All repair and maintenance will be carried out under the supervision of the maintenance supervisor.
- Electrical plant or equipment to be repaired or maintained will be disconnected from its power source prior to undertaking the work.
- Where electrical plant and equipment cannot be disconnected, it will be isolated at its power source and the isolator mechanism locked out and tagged out.
- An "Out Of Order, Do Not Use" sign will be placed on the item of equipment to be worked on.
- A competent person must verify that all power to the plant or equipment is dead prior to commencing maintenance.
- Where the machine is to be tested during repair or maintenance and where moving parts are exposed it will only be done under strict supervision of a competent person.
- All moving parts of the machine are wedged and clamped so they do not move accidentally.
- All equipment and parts of equipment are propped with proper supports. All hydraulic rams are to be propped.
- Hydraulic jacks are never to be used on their own; a physical support must be used in case of failure.
- Work area around plant & equipment being repaired or maintained will be kept tidy at all times.
- Axle stands used as required. Notices to be placed on equipment.
- Any spillages of oil or grease will be cleaned up immediately.
- When handling sharp objects, such as the blades, bits, tooling, gloves must be worn.
- Maintenance personnel to be aware of hazards from chemicals or oils encountered during maintenance operations.
- All guards are replaced and all safety devices and machine covers are replaced before the machine is put back in operation.
- Only when the maintenance supervisor is satisfied that the work is complete will the machine be reconnected to its power source or the isolation lock and tag removed.

All maintenance operatives must remove rings/jewellery and ensure clothing / protective equipment (sleeves, pockets, straps cords etc...) is close fitting, zipped and secured and long or loose hair is contained.

- PPE – Gloves, Ear Defenders, Safety Boots. Other as applicable.
- Management to ensure adequate time and resources are dedicated to repair & maintenance.
- Management to ensure that repair and maintenance safe operation procedures are adhered to.
- Repair & maintenance as per equipment.

PERSONAL PROTECTIVE EQUIPMENT REQUIRED

								Other	Permits
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats		

Mandatory on all Sites

As per job Requirements

References:




General Application Regs 2007 to 2021 ,
SHAWW Act 2005









RA: 34 Removing, Installing and Charging Batteries										Residual Risk				L
Task: All operational activities involved with charging Batteries and coming in to contact with them										Date: May 2023				
WHO MAY BE HARMED														
Employees			X		Sub-contractors					General Public				
Contractors			X		Official Visitors					Plant Operators			X	
HAZARDS								Risk Ratings						
								Without Controls			With Controls			
<ul style="list-style-type: none">ExplosionBurnsFireDamage to EquipmentEye injuries								High			Low			
								High			Low			
								Med			Low			
								Med			Low			
								High			Med			
Training:	Safe Pass		Company Induction	X	Manual Handling	X	Site Induction	X	Tool Box talks	X	CSCS		Other	

CONTROL MEASURES

- Use of battery charging equipment management approval.
- All charging equipment will be identified individually and is subject to planned maintenance. Equipment will be selected with regard to voltage, power and environmental conditions.
- Visual inspection of equipment will be carried out before use.
- All equipment found to defective will be switched off and reported immediately.
- Suitable fire extinguishers provided and maintained.
- Charging must take place in a well-ventilated area.
- First aid kits and eye wash must be kept topped up.
- Use insulated tools to avoid shorting.
- Avoid wearing jewellery when charging.
- Use correct battery terminals.
- PPE – Safety goggles or visor must be worn whilst charging
- Use appropriate respiratory protective equipment as specified by the manufacturer
- Long sleeves and rubber gloves should also be worn
- Management are responsible for ensuring that attention is paid to battery charging.
- The use of this equipment will be monitored to ensure safe use.
- Management will ensure that only trained and competent persons test, repair and maintain battery charging equipment. Management will ensure that operatives are provided with and use PPE.
- Operatives will be trained in the precautions and safe use of battery charging equipment and any required PPE
- Do not connect a fully charged battery to a completely discharged battery, explosion may occur.
- Battery electrolyte contains sulphuric acid, which can damage your skin.
- Do not connect or disconnect batteries while charging.
- Do not charge at rates in excess of manufacturers' recommendations.
- Do not use high rate discharge tester immediately after charging.
- Metal objects will be prevented from falling across battery terminals.
- Always use a well-ventilated area for charging batteries.

PERSONAL PROTECTIVE EQUIPMENT REQUIRED

								Other	Permits	
Hi Vis Vest	Safety Boots	Face Shield/ Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats			
Mandatory on all Sites			As per job Requirements							
References:		General Application Regs 2007 to 2021 , SHAWW Act 2005								

RA: 35 Working Under Raised Loader Arms or Hydraulics										Residual Risk L		
Task: All operational activities involved with working on raised loader arms of machines										Date: May 2023		
WHO MAY BE HARMED												
Employees			X		Sub-contractors			General Public				
Contractors			X		Official Visitors			Plant Operators			X	
HAZARDS						Risk Ratings						
						Without Controls			With Controls			
<ul style="list-style-type: none"> Serious Injury or Loss of Life Hydraulic failure 						High			Low			
Training:	Safe Pass		Company Induction	X	Manual Handling	X	Site Induction	X	Tool Box talks	X	Isolation Procedure	Other
CONTROL MEASURES												
<ul style="list-style-type: none"> Always test machines in clear and open areas, where you can see and more important be seen. Where trouble- shooting noise in machines, never stand outside of the cab while the machine is moving. Never climb on or off a moving machine. Always use proper testing equipment and any special tools provided by the manufacturer. Refer to the manufacturer's workshop and operators manuals for safety information and work procedures. Never work under raised Hydraulics unless there is a certified prop in place Park machine on level ground Isolate machine. 												
PERSONAL PROTECTIVE EQUIPMENT REQUIRED												
								Other	Permits			
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats					
Mandatory on all Sites				As per job Requirements								
References:		General Application Regs 2007 to 2021 , SHAWW Act 2005										

RA: 36 WORKING IN TUNNEL AREA							Residual Risk			L				
Task: All operational activities involved while working in the Tunnel including plant work							Date: May 2023							
WHO MAY BE HARMED														
Employees		X	Sub-contractors			General Public								
Contractors		X	Official Visitors			Plant Operators		X						
HAZARDS					Risk Ratings									
					Without Controls			With Controls						
Physical , Biological Collisions Lack of visibility Fire/ Noise/ Dust Lone working Entrapment/Crush/Collision, Fumes (ammonia) Potential Bio hazards such as Hepatitis B & Tetanus. Ammonia fumes from process.					High			Low						
Training:	Safe Pass		Company Induction	X	Manual Handling	X	Site Induction	X	Tool Box talks	X	Machine Training	x	Other	

CONTROL MEASURES

Planning:

Will include exchange of information with O'Toole Composting Environmental Ltd. management to ensure full reciprocal knowledge of existing hazards, demarcation of areas of responsibility and work hazards.

Site rules and safety precautions to be adhered too.

Personnel are not allowed in the tunnels while plant is operating in the tunnels

Signs are in place to warn personnel

Physical controls / procedures:

- Ammonia filter fitted to loading shovel used in tunnels.
- Ammonia filtered mask worn by any pedestrians working in this area
- Pedestrians prohibited in the tunnel area when loading shovel or teleporter is working in this area.
- Driver to be notified if pedestrians need to enter the sheds, pedestrians not allowed to enter until the operator gives permission.
- Hepatitis Vaccination provided to employees
- Tetanus vaccination available if required
- PPE worn to include Hi Visibility vests, breathing protection, safety footwear and gloves.
- Employee may work on later in evening/ after hours in this area if the lone working procedure is put in place, communication made with another member of staff at the end of the shift to indicate that the persons has finished their shift safely, this applies only where an employee may be working on later alone in the tunnel area.
- Signs in place at entrance to Tunnels warning of heavy plant working.
- DO NOT ENTER SIGNS IN PLACE
- Suitable safe systems of work to protect personnel and others will be implemented.
- Regular maintenance of workplace, housekeeping, equipment inspection.
- Access egress routes to be kept clear.

PPE – mandatory site PPE to be worn in addition to any other RPE required by risk assessments.

Managerial/ Supervisory:

Supervisors will monitor to include initial checks to ensure safe systems of work are in place before work begins, and that areas are left safe at the end of each work period.

Training:

Induction training will include any hazards and necessary precautions required for the workplace. Operative training will include safe systems at work and precautions designed to prevent injury to third parties

On entering tunnels when machines are operating the driver must be notified prior to entry due to lack of visibility

PERSONAL PROTECTIVE EQUIPMENT REQUIRED									
								Other	Permits
Hi Vis Vest	Safety Boots	Safety Gloves	Hard Hats	Hearing Protection	Eye Protection	B/A Masks	Harness Protection		
Mandatory on all Sites									
References:		General Application Regs 2007 to 2021 , SHAWW Act 2005 Traffic Management plan							

RA: 37 Shredder Machine										Residual Risk L		
Task: All operational activities involved with the shredder										Date: May 2023		
WHO MAY BE HARMED												
Employees	X	Sub-contractors		General Public								
Contractors	X	Official Visitors		Plant Operators	X							
HAZARDS					Risk Ratings							
					Without Controls	With Controls						
<ul style="list-style-type: none"> Operator error Collision with loading shovel, Material falling, Working @ Heights Entanglement Entrapment Noise Dust Danger of toppling Manual handling injury 					High	Low						
Training:	Safe Pass	Company Induction	X	Manual Handling	X	Site Induction	X	Tool Box talks	X	Machine Training	X	Other

CONTROL MEASURES

Planning:

- Equipment provided must be fit for the purpose, the environment in which they are used and in good working condition.
- Planned maintenance and Isolation procedure to be used

Physical controls / procedures:

- Only fully trained competent persons will operate Shredder
- All machinery will be regularly maintained and serviced by competent qualified person.
- All guards will be kept in place when operating machinery
- Pre use checks to be carried out on shredder.
- Emergency stops incorporated at key points such as tail drums.
- Emergency stops must be working on all plant.
- Manufacturers safety instructions will be adhered to and followed when machinery is being used or serviced
- Machine must be isolated when being serviced.
- Appropriate P.P.E. will be worn by operative when operating machinery
- No adjustment should be made to machinery while in motion.
- Access not allowed to machinery operating area.








PPE – Mandatory site PPE to be worn in addition to any other PPE required by risk assessments.

Managerial/ Supervisory:

Persons to be supervised.

Training: Persons to be trained in the safe use to operate machinery

PERSONAL PROTECTIVE EQUIPMENT REQUIRED

								Other	Permits
Hi Vis Vest	Safety Boots	Safety Gloves	Hard Hats	Hearing Protection	Eye Protection	Harness Protection	Face Shield/Masks		

Mandatory on all Sites As per job Requirements

References:

General Application Regs 2007 to 2021 ,
SHAWW Act 2005

RA: 38 Screener (Doppstadt SM-720)										Residual Risk L		
Task: All operational activities involved with working on machine										Date: May 2023		
WHO MAY BE HARMED												
Employees	X	Sub-contractors		General Public								
Contractors	X	Official Visitors		Plant Operators	X							
HAZARDS				Risk Ratings								
				Without Controls	With Controls							
<ul style="list-style-type: none"> Operator error Collision with loading shovel, Material falling, Working @ Heights Entanglement Entanglement Noise/Dust Danger of toppling Manual handling injury 				High	Low							
Training:	Safe Pass	Company Induction	X	Manual Handling	X	Site Induction	X	Tool Box talks	X	Machine Training	X	Other

CONTROL MEASURES

Planning: Equipment provided must be fit for the purpose, the environment in which they are used and in good working condition. Planned maintenance Operators manual provided

Physical controls / procedures:

- Only fully trained competent persons will operate Screener
- Pre use checks to be carried out on shredder.
- All machinery will be regularly maintained and serviced by competent qualified person.
- All guards will be kept in place when operating machinery
- Emergency stops incorporated at key points such as tail drums and must be working.
- Manufacturers safety instructions will be adhered to and followed when machinery is being used or serviced
- Machine must be isolated when being serviced.
- No adjustment should be made to machinery while in motion.
- Access to machinery operating area will be restricted in so far as is reasonably practicable.
- Isolation procedure to be implemented in the event of maintenance or alterations etc, the key required for startup is removed and held by the person in charge of activity
- Chocks are in place to ensure that the screener remains in situ during screening activities
- Regular screener checks are carried out by maintenance operative
- Appropriate PPE worn when in the vicinity of the screener and when carrying out works at the screener, this includes hearing PPE, hi visibility vest, gloves and safety footwear.
- Drums are changed only when the machine is fully isolated; drums are lifted and lowered into position by using the telescopic hander. Persons to be supervised.

Training: Training provided to employees in the safe operation of the screener, Operators Manual must be read prior to operating machine.

PERSONAL PROTECTIVE EQUIPMENT REQUIRED

								Other	Permits
Hi Vis Vest	Safety Boots	Hard Hats	Safety Gloves	Hearing Protection	Eye Protection	Harness Protection	Face Shield/Masks		

Mandatory on all Sites **As per job Requirements**

References: General Application Regs 2007 to 2021 , SHAWW Act 2005

RA: 39 Bush Cutters, Bush Saws, Grass Strimmer's										Residual Risk				L						
Task: All operational activities involved working with garden Power tools										Date: May 2023										
WHO MAY BE HARMED																				
Employees			X		Sub-contractors					General Public										
Contractors			X		Official Visitors					Plant Operators			X							
HAZARDS								Risk Ratings												
								Without Controls				With Controls								
<ul style="list-style-type: none">Serious injury,Cuts,Abrasions,Lacerations								High				Low								
Training:		Safe Pass		Company Induction		X	Manual Handling	X	Site Induction		X	Tool Box talks		X	Power Tool training		X	Other		

CONTROL MEASURES




Physical controls / procedures:

- ◆ Only fully trained competent staff will operate Tools
- ◆ All machinery will be regularly maintained and serviced by competent qualified persons
- ◆ All guards will be kept in place when operating machinery
- ◆ Manufacturers safety instructions and operating procedures will be followed when machinery is being operated or serviced
- ◆ Operative will wear appropriate personal protective clothing when using machine. Eye, ear, hand, foot, leg, body protection.
- ◆ No adjustment or clearing of blockages will be carried out while machine is in motion or blades are rotating
- ◆ Additional care must be taken when transporting machines with blades or cutting devices that have free moving parts. Locking devices will be installed to prevent accidents.
- ◆ Blades must have stopped rotating and switched off before any adjustments are carried out on machinery
- ◆ Particular emphasis will be placed on safety features of any new or replacement machinery purchased
- ◆ Strong emphasis will be placed on the safety of persons in the vicinity when machines are in operation
- ◆ Operators should ensure that there are no other persons within ten metres of the working area
- ◆ Operators must be fully trained in operation.
- ◆ These machines require considerable skill training and experience
- ◆ Hearing and eye protection must be worn
- ◆ Sturdy footwear offering a good grip and trousers or overalls affording protection against grass juices or wet vegetation is recommended

PPE –Proper PPE as per manufactures requirements

Training: Persons to be trained in the safe use to operate machinery

PERSONAL PROTECTIVE EQUIPMENT REQUIRED

								Other	Permits
Hi Vis Vest	Safety Boots	Hard Hats	Safety Gloves	Hearing Protection	Eye Protection	Face Shield/Masks	Harness Protection	x	

Mandatory on all Sites

As per job Requirements

References: General Application Regs 2007 to 2021 ,
SHAWW Act 2005

RA: 40 Chain Saws										Residual Risk L							
Task: All operational activities involved working with Chain saws										Date: May 2023							
WHO MAY BE HARMED																	
Employees			X		Sub-contractors					General Public							
Contractors			X		Official Visitors					Plant Operators			X				
HAZARDS								Risk Ratings									
								Without Controls				With Controls					
<ul style="list-style-type: none">Serious injury,Cuts,Abrasions,Lacerations Death, Loss of limb								High				Low					
Training:		Safe Pass		Company Induction	X	Manual Handling	X	Site Induction	X	Tool Box talks		X	Chain saw Training		X	Other	

CONTROL MEASURES

Planning:

Plan out task fully

Physical controls / procedures:

Only competent fully trained and experienced personnel will use chain saws

Check thoroughly before use to ensure that all guards are in position, in good repair

Check that chain, guide bar and sprockets are undamaged and all external fittings are secure

Cutting chains with kickback guard, e.g. guard links will be used

Chains must be correctly tensioned and sharpened in accordance with manufacturer's instructions and specification

Lubrication system must be working

Chain brake must be tested and working

Operative must wear full protective clothing, e.g. safety helmet, face visor, hearing protection, clothing that is close fitting, chain saw operators gloves, leg protection, chain saw operator's boots

Manufacturers safety instructions must be followed at all times

PPE –Proper PPE as per manufactures requirements

Managerial/ Supervisory:

Management to ensure all employees have relevant health and safety training, that it is repeated periodically and when changes or legislation requires.









Training: Persons to be trained in the safe use to operate Chain saws

PERSONAL PROTECTIVE EQUIPMENT REQUIRED

								Other	Permits
Hi Vis Vest	Safety Boots	Hard Hats	Safety Gloves	Hearing Protection	Eye Protection	Harness Protection	Face Shield/Masks	x	

Mandatory on all Sites As per job Requirements

References: General Application Regs 2007 to 2021 ,
SHAWW Act 2005

RA: 41 Shelving and Storage Units										Residual Risk L			
Task: Ensure that when accessing storage at height that there is a ladder or hop up used										Date: May 2023			
WHO MAY BE HARMED													
Employees			X	Sub-contractors				General Public					
Contractors			X	Official Visitors				Plant Operators			X		
HAZARDS						Risk Ratings							
<ul style="list-style-type: none"> Falling Units Slip, Trips or Falls Fall of Items from Height 						Without Controls			With Controls				
						High			Low				
						Med			Low				
						High			Low				
Training:	Safe Pass	X	COMPANY Induction	X	Manual Handling	X	Site Induction	X	Tool Box Talks	X		Other	
CONTROL MEASURES													
<ul style="list-style-type: none"> Adequate shelving and storage space is provided. All shelving will be of a design appropriate to the use for which it is required, and will be properly secured and have no sharp edges. No items should protrude into the aisles. Employees are required to place heavy items on the lower shelves and are advised of the dangers of overloading shelving and other storage units. Under no circumstances are employees allowed to climb on shelving or use shelving as a stepping point. Proper means of access to, and loading and unloading of heavy items will be provided. Ensure that the shelving is on good condition and secure. When accessing storage at height use a Podium ladder or a correct hop up. 													
PERSONAL PROTECTIVE EQUIPMENT REQUIRED													
								Other	Permits				
Hi Vis Vest	Safety Boots	Hard Hats	Safety Gloves	Hearing Protection	Eye Protection	Harness Protection	Face Shield/Masks						
Mandatory on all Sites						As per job Requirements							
References:		General Application Regs 2007 to 2021 , SHAWW Act 2005,											

Section 4 Speciality Risk Assessments

1. Chemical Handling
2. Diesel, Oils, Waste oil and Chemicals
3. Waste- Storage Handling, Solid Waste, Hazardous Waste
4. Chemicals/Hazardous Substances/Spray Painting/Petrol
5. Diesel Storage Tank
6. Lone/Remote Working
7. Adverse Weather
8. Weils Disease
9. Confined Space
10. Working adjacent to live Traffic
11. Roadside / Inspection / Maintenance/ Breakdown
12. Using A Powerwasher
13. Grass Cutting

RA 1 Chemical Handling				Residual Risk:
Task: Operations including tools and equipment: When cleaning or painting work-pieces the correct PPE is to be worn, and spills are to be prevented to ensure a safe system of work.				L
				Date: May 2023

WHO MAY BE HARMED









Employees	X	Sub-Contractors	X	General Public	X
Contractors	X	Official Visitors	X	Plant Operators	X

HAZARDS							Risk Ratings																				
							Without Controls				With Controls																
<ul style="list-style-type: none">• Skin or eye irritant• Burns• Respiratory problems, Asphyxiation• Ingestion with food• Exposure levels exceeded• Fire / explosion• Spillage							Med				Low																
							Med				Low																
							Med				Low																
							Med				Low																
							Med				Low																
							Med				Low																
							Med				Low																
TRAINING:							Safe Pass			COMPANY Induction		X	Manual Handling Training		X	Site Inductions		X	Tool Box Talks		X	Chemical Training		x	Other		

CONTROL MEASURES

- Read container labels before use. Follow instructions given.
- Wear suitable rubber gloves when handling these substances and carrying out associated procedures.
- Wash hands regularly before and after wearing gloves and contact with these substances.
- Dry hands and all skin thoroughly after washing, especially between the fingers.
- Be aware of the signs and symptoms of dermatitis.
- Different materials never mixed without proper instruction
- Consideration given to substituting or use of less hazardous chemical.
- Training provided for staff handling hazardous chemicals.
- Safety Data Sheets available for all hazardous chemicals and requirements strictly followed.
- Containers properly labelled.
- Safe storage and dispensing of these chemicals.
- Keep flammable materials away from sources of ignition.
- Familiarisation provided with emergency procedures.
- Appropriate PPE provided and used.
- Good hygiene standards in place and enforced by management.
- Spillages immediately cleaned up.
- Good housekeeping is required at all times.









Personal Protective Equipment Required









								Other	Permits
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats		









Mandatory on all Sites









As per job Requirements









References:	General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021 Chemical Awareness Guidelines
-------------	--









RA: 2 Diesel Storage Tank										Residual Risk L	
Task: All operatives involved in the filling of diesel in machines										Date: May 2023	
WHO MAY BE HARMED											
Employees	X	Sub-contractors	X	General Public							
Contractors	X	Official Visitors		Plant Operators	X						
HAZARDS				Risk Ratings							
				Without Controls	With Controls						
<ul style="list-style-type: none"> Slips, Trips or Falls Contact with hazardous substances Fire Environmental damage from spillage Impact damage from moving plant. 				High	Low						
				High	Low						
				High	Low						
				Med	Low						
				Med	Low						
Training:	Safe Pass	Company Induction	X	Manual Handling	X	Site Induction	X	Toolbox Talks	X	Other	
CONTROL MEASURES											
INSTALLATION <ul style="list-style-type: none"> Strong bunded durable tank. Spill Kit must be available. Fire Extinguishers. 											
SAFE SYSTEMS OF WORK <ul style="list-style-type: none"> Oil supplied and off loaded by reputable company to recognised industry standards All connections to tank securely made to prevent leakage Mop up procedure in place. Occasional degreasing of ground area of discharge Smoking restrictions will apply in the bunded diesel tank area. 											
MAINTENANCE <ul style="list-style-type: none"> Regular inspection of tank and area. 											
PPE <ul style="list-style-type: none"> PPE – Suitable gloves when transferring diesel. 											
Training: Relevant personnel to be made aware of the hazards and controls when using this equipment.											
PERSONAL PROTECTIVE EQUIPMENT REQUIRED											
								Other	Permits		
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats				
Mandatory on all Sites					As per job Requirements						
References:		General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021									









RA: 3 Diesel, Oils, Waste Oil and Chemicals										Residual Risk L			
Task: All operations refer to Safety Data Sheets before use. Correct PPE to be used when handling chemicals										Date: May 2023			
										2			
WHO MAY BE HARMED													
Employees	X	Sub-contractors	X	General Public	X								
Contractors	X	Official Visitors	X	Plant Operators	X								
HAZARDS				Risk Ratings									
				Without Controls		With Controls							
<ul style="list-style-type: none"> • Fire • Spills • Chemical Burns • Skin Disease • Environmental Pollution 				High		Low							
				High		Low							
				High		Low							
				High		Low							
				High		Low							
Training:	Safe Pass	COMPANY Induction	X	Manual Handling	X	Site Induction	X	Tool Box Talks	X	Chemical Training	x	Other	
CONTROL MEASURES													
<ul style="list-style-type: none"> • A safety data sheet (SDS) for oils and chemicals must be available on site at all times they are in use. • Stored as per manufactures instructions • Fire Extinguishers. • Contact with skin, eyes and the ingestion of the product must be avoided. • All oil and chemical spills must be cleaned up immediately using one of the onsite spill kits. • Oil and chemical spillages must not be run down the drain. • The provisions contained within the SDS relating to first aid and firefighting provisions must be adhered to at all times. • Appropriate PPE must be worn at all times. This includes appropriate waterproof gloves • (specialised gloves may be needed for more hazardous substances) 													
PERSONAL PROTECTIVE EQUIPMENT REQUIRED													
								Other	Permits				
Hi Vis Vest	Safety Boots	Face Shield/ Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats						
Mandatory on all Sites					As per job Requirements								
References:		General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021											









RA: 4 Waste –Storage, Handling, Solid Waste, Hazardous Waste										Residual Risk L				
Task: All operations involved in the removal of waste on site										Date: May 2023				
WHO MAY BE HARMED														
Employees		X	Sub-contractors		X	General Public		X						
Contractors		X	Official Visitors		X	Plant Operators		X						
HAZARDS <ul style="list-style-type: none"> • Trips • Fire • Spills • Chemical Burns • Skin Disease • Environmental Pollution 						Risk Ratings								
						Without Controls				With Controls				
						Med				Low				
						High				Low				
						High				Low				
						High				Low				
Med				Low										
High				Med										
Training:	Safe Pass		Company Induction	X	Manual Handling	X	Site Induction	X	ToolBox Talks	X	Chemical Training	x	Other	
CONTROL MEASURES														
<ul style="list-style-type: none"> • All waste must be stored in designated areas and in appropriate containers. • All liquid waste should be stored in appropriate labelled containers inside a bund. • Waste should be handled with care and appropriate PPE must be worn. • All waste must be disposed of correctly by hauliers with the correct license for the waste type. 														
PERSONAL PROTECTIVE EQUIPMENT REQUIRED														
								Other	Permits					
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats							
Mandatory on all Sites						As per job Requirements								
References:		General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021												









RA: 5 Chemicals / Hazardous Substances/Spray Painting/ Petrol										Residual Risk L			
Task: All operations involved in working with hazardous substances and spray painting										Date: May 2023			
WHO MAY BE HARMED													
Employees	X	Sub-contractors	X	General Public	X								
Contractors	X	Official Visitors	X	Plant Operators	X								
HAZARDS					Risk Ratings								
<ul style="list-style-type: none"> Dermatitis Respiratory problems Inflammation Illness Corrosive burns Toxic absorption Acute and chronic illness Death 					Without Controls		With Controls						
					High		Med		Low				
					Risks are dependent on the chemicals present and the exposure to the chemicals at work.								
Training:	Safe Pass	COMPANY Induction	X	Manual Handling	X	Site Induction	X	Tool Box Talks	X	Chemical Training	x	Other	
Control Measures													
<ul style="list-style-type: none"> Substitute chemicals for a less harmful substance where possible. Chemical quantities and time of exposure to be eliminated / reduced wherever possible. Material Safety Data Sheets are required for all chemicals that operatives and others may be exposed to. Instructions and precautions required manufactures instructions and MSDS are to be carefully followed. Store all hazardous chemicals in original containers. Local Exhaust Ventilation system needed. Do not smoke near petrol fumes. Do not refuel hot or running engine. Refill fuel in ventilated area. Ensure adequate number of serviced extinguishers in forecourt. PPE – Appropriate PPE as indicated in SDS or manufacture instructions will be provided, used and maintained Provide staff with training, gloves etc. to enable cleaning chemicals to be used safely Management will ensure operatives are provided with information on any hazardous substances they may be exposed to at work and instructed and trained in the safe use of any procedures or equipment that may be required. Management will inspect and monitor any procedures or PPE requirements. Operatives will be informed instructed and trained as appropriate to the hazardous substance and procedures and PPE required. 													
PERSONAL PROTECTIVE EQUIPMENT REQUIRED													
								Other	Permits				
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats						
Mandatory on all Sites						As per job Requirements							
References:		General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021											









RA: 6 Lone/Remote Working										Residual Risk L																			
Task: All operatives involved in lone working on site or visiting sites.										Date: May 2023																			
WHO MAY BE HARMED																													
Employees			X		Sub-contractors			X		General Public																			
Contractors			X		Official Visitors					Plant Operators																			
HAZARDS										Risk Ratings																			
										Without Controls				With Controls															
Employees may injure themselves or suffer medical problems and be unable to contact help										High				Low															
Training:		Safe Pass				Company Induction		X		Manual Handling		X		Site Induction		X		Tool Box Talks		X		CSCS		X		Other			
CONTROL MEASURES																													
<ul style="list-style-type: none"> • If a person has to work in a location where they would not be seen throughout the working day, there should be a specific arrangement made to ensure that there is a constant check on the lone worker eg by phone or text at regular specified intervals. • Employee should make a call at a set time each day to an agreed telephone number • Or a man down button used. • Consider Lone working app on phone. • No High risk activity to be carried out when lone or remote working. • Checks to made at the end of each day to ensure all persons have left the site. 																													
PERSONAL PROTECTIVE EQUIPMENT REQUIRED																													
																Other		Permits											
Hi Vis Vest		Safety Boots		Face Shield/Masks		Safety Gloves		Eye Protection		Hearing Protection		Harness Protection		Hard Hats															
Mandatory on all Sites														As per job Requirements															
References:				General Application Regs 2007 to 2021																									
				SHAWW Act 2005																									
				Construction Regulations 2013 to 2021																									









RA-7 Adverse Weather						Residual Risk: L																		
Task: Operations including tools and equipment: The exposed nature of the work the company are involved with requires that all workstations, equipment and consumables must be secured effectively during breaks, overnight and at weekends as well as during the working day						Date: May 2023																		
WHO MAY BE HARMED																								
Employees	X	Sub-Contractors	X	General Public	X																			
Contractors	X	Official Visitors	X	Plant Operators	X																			
HAZARDS <ul style="list-style-type: none"> High winds Slippery conditions Freezing conditions Installation & removal tasks UV exposure 						Risk Ratings																		
						Without Controls		With Controls																
						Med		Low																
						Med		Low																
						Med		Low																
						Med		Low																
						High		Low																
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="background-color: red; color: white;">TRAINING :</td> <td>Safe Pass</td> <td></td> <td>COMPANY Induction</td> <td>X</td> <td>Manual Handling Training</td> <td>X</td> <td>Site Inductions</td> <td>X</td> <td>Tool Box Talks</td> <td>X</td> <td>CSCS</td> <td></td> <td>Other</td> <td></td> </tr> </table>										TRAINING :	Safe Pass		COMPANY Induction	X	Manual Handling Training	X	Site Inductions	X	Tool Box Talks	X	CSCS		Other	
TRAINING :	Safe Pass		COMPANY Induction	X	Manual Handling Training	X	Site Inductions	X	Tool Box Talks	X	CSCS		Other											
CONTROL MEASURES																								
<ul style="list-style-type: none"> Only competent employees are to work on sites where adverse weather is a hazard, and the correct PPE must be provided and worn effectively The workstation is to be monitored by supervision to ensure that the correct controls are in place, effective and not creating any extra hazards Equipment, work pieces and consumables are to be secured to prevent wind movement The security of the site, equipment, work pieces and consumables must be ensured prior to closing the site at the end of the work day and at the weekend Scaffold is to be retagged following high winds The site is to be assessed for slippery conditions Poor locations are to have remediation measures put in place and checked for effectiveness When installation or removal tasks are being undertaken the work pieces must be controlled to ensure that control of them is not lost due to wind use tag line. Correctly worn overalls (collar and cuff) and head protection must be worn, suitable creams may be used to supplement these barriers 																								
Personal Protective Equipment Required																								
								Other	Permits															
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats																	
Mandatory on all Sites			As per job Requirements																					
References: General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021																								

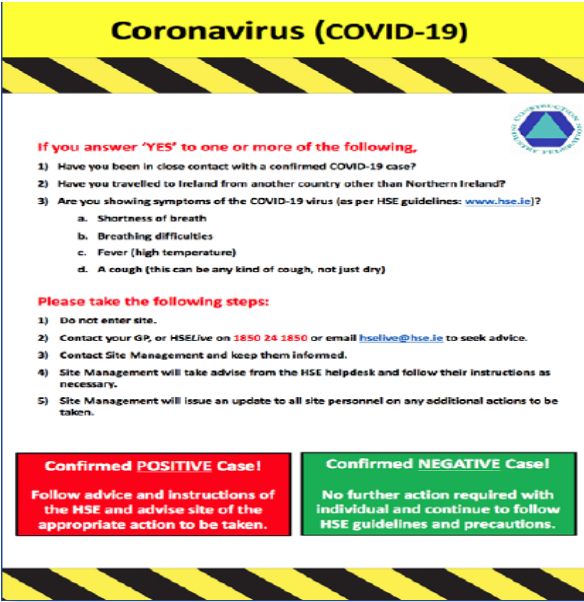









RA-8 Weils Disease										Residual Risk: L															
Task: Operations including tools and equipment: All Company work locations. Working in ground where rats may be present. Working in areas of contamination such as sewers										Date: May 2023															
WHO MAY BE HARMED																									
Employees	X	Sub-Contractors	X	General Public	X																				
Contractors	X	Official Visitors	X	Plant Operators	X																				
HAZARDS <ul style="list-style-type: none"> Contacting leptospirosis can be fatal (refer to TBT for symptoms) Infection entering the body due to damaged skin or by accidental through the nose or mouth. 			Risk Ratings																						
			Without Controls	With Controls																					
			High	Low																					
			High	Low																					
TRAINING: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;">Safe Pass</td> <td style="width: 10%;"></td> <td style="width: 10%;">COMPANY Induction</td> <td style="width: 10%; text-align: center;">X</td> <td style="width: 10%;">Manual Handling Training</td> <td style="width: 10%; text-align: center;">X</td> <td style="width: 10%;">Site Inductions</td> <td style="width: 10%; text-align: center;">X</td> <td style="width: 10%;">Tool Box Talks</td> <td style="width: 10%; text-align: center;">X</td> <td style="width: 10%;">CSCS</td> <td style="width: 10%;"></td> <td style="width: 10%;">Other</td> <td style="width: 10%;"></td> </tr> </table>												Safe Pass		COMPANY Induction	X	Manual Handling Training	X	Site Inductions	X	Tool Box Talks	X	CSCS		Other	
Safe Pass		COMPANY Induction	X	Manual Handling Training	X	Site Inductions	X	Tool Box Talks	X	CSCS		Other													
CONTROL MEASURES																									
<ul style="list-style-type: none"> Areas of risk include sewers, drains, water courses, canals, docks, derelict buildings, rubbish tips, farms and other areas where rat infestation is likely. If there is a presence of vermin, contact supplier of pest control measures Use safe systems of work and wear the protective equipment that is provided Avoid becoming contaminated with sewerage Avoid breathing in sewerage dust or spray Do not touch your face or smoke, eat or drink, unless you have washed your hands and face thoroughly with anti-bacterial soap and water Cleanse all exposed wounds, however small, and cover with a sterile waterproof dressing Wherever possible, protective clothing including impervious gloves should be worn to avoid any contact with infected areas. Change out of contaminated clothing before eating, drinking or smoking If you suffer from a skin problem, seek medical advice before working with sewerage Clean contaminated equipment on site. Do not take contaminated clothing home for washing Complete a Tool box talk on awareness. 																									
Personal Protective Equipment Required																									
								Other	Permits																
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats																		
Mandatory on all Sites					As per job Requirements																				
References: General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021 Reference HSA Guidelines on Weils Disease																									

RA-9 Confined Spaces										Residual Risk: L					
Task: Operations including tools and equipment: Confined Space in any place, which by virtue of its enclosed nature, creates conditions which give rise to the likelihood of an accident, harm or injury due to the presence or foreseeable presence of flammable or explosive atmospheres, harmful gas, fumes, vapours, free flowing solid or an increasing level of liquid, excess oxygen or excessively high temperature or due to the lack or reasonably foreseeable lack of oxygen.										Date: May 2023					
WHO MAY BE HARMED															
Employees	X	Sub-Contractors	X	General Public											
Contractors	X	Official Visitors	X	Plant Operators				X							
HAZARDS <ul style="list-style-type: none"> Poisoning from toxic gases Explosion Fire Excessive Heat Drowning Contact with hazardous chemicals including sewage 						Risk Ratings									
						Without Controls				With Controls					
						High				Low					
						High				Low					
						High				Low					
						High				Low					
						High				Low					
TRAINING:		Safe Pass		Induction	X	Manual Handling Training	X	Site Inductions	X	Toolbox Talks	X	Confined Space Training	x	Other	X
CONTROL MEASURES															
<ul style="list-style-type: none"> Persons must be trained in confined spaces Company must identify any confined space and ensure there is no unauthorised entry. Where possible, eliminate need for entry by selection of alternative methods of work. Confined Space work will only be undertaken and supervised by competent and authorized personnel. Access ventilation available and local exhaust ventilation requirements, potential presence of hazardous gases/atmospheric, and process by products, hygiene/welfare facilities Inform rescue services or activities Documented entry system to apply, permit to work to be completed prior to entry Adequate ventilation to be present or arranged Detection equipment must be present before entry to check on levels of oxygen and presence of toxic or explosive substances. The area will be tested before entry and continually during the presence of persons in the confined spaces. Emergency breathing apparatus and rescue harnesses to be provided A communication system with those in the confined space to be established Precautions for safe use of any plant or heavier-than-air gases in the confined space must be established before entry. Necessary PPE and hygiene facilities to be provided for those entering sewers Flood potential and isolations must be checked Emergency procedures must be fully developed prior to entry. 															
PERSONAL PROTECTIVE EQUIPMENT REQUIRED															
								Other	Permits						
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats		Yes						
Mandatory on all Sites								As per job Requirements							
References:		Confined Space Regulations SI 218 2001 Biological Agents Regulations SI 146/94, SI 248/98 Chemical Agent Regulations SI 619/01 . RA Access & Egress													

RA: 10 Working Adjacent to Live Traffic on a breakdown										Residual Risk L	
Task: All operations working adjacent to the public and to live traffic on Breakdown										Date: May 2023	
WHO MAY BE HARMED											
Employees	X	Sub-contractors	X	General Public	X						
Contractors	X	Official Visitors	X	Plant Operators	X						
HAZARDS						Risk Ratings					
<ul style="list-style-type: none"> Fitter/Mechanic in contact with site plant or vehicle on public road Motor Traffic Accident-between motorists on public roads Vehicles on public roads or vehicle and site plant on public road Vehicle colliding with fitter Public Objects falling from passing trucks and causing damage Overhead and underground cables 						Without Controls			With Controls		
						High			Low		
						High			Low		
						High			Low		
						High			Low		
						High			Low		
						High			Med		
Training:	Safe Pass	Company Induction	X	Manual Handling	X	Site Induction	X	ToolBox Talks	X	CSCS	Other
CONTROL MEASURES											
<ul style="list-style-type: none"> Traffic Management Plan to be drawn up and checked when on site Cones / Breakdown triangle to be placed between the traffic and the works being carried out Adequate lighting needed for night works. Flashing beacons to be used Ensure that fitter does not cross the public road without checking for oncoming traffic Ensure proper advanced warning system and signing is in place at both public road approaches to crossing Full Hi-Vis clothing to be worn If flagmen/ spotter are employed ensure that they receive instruction regarding their duties and receive safety induction particular to their task before they start work. All operatives based on a public road must wear high visibility garments, eye protection, helmets and safety boots at a minimum 											
PERSONAL PROTECTIVE EQUIPMENT REQUIRED											
								Other	Permits		
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats				
Mandatory on all Sites				As per job Requirements							
References:		General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021 Chapter 8 of the traffic signs manual.									

RA: 11 Roadside / Inspection / Maintenance/ Breakdown											Residual Risk L			
Task: All operations working adjacent to the public and to live traffic on Breakdown											Date: May 2023			
WHO MAY BE HARMED														
Employees			X	Sub-contractors			X	General Public			X			
Contractors			X	Official Visitors			X	Plant Operators			X			
HAZARDS							Risk Ratings							
<ul style="list-style-type: none"> Collision with Traffic Motor Traffic Accident-between motorists on public roads Manual Handling Vehicle colliding with fitter Traffic hazard vehicles/ pedestrians 							Without Controls			With Controls				
							High			Low				
							High			Low				
							High			Low				
							High			Low				
							High			Low				
Training:	Safe Pass		Company Induction	X	Manual Handling	X	Site Induction	X	Tool Box Talks	X	CSCS	x	Other	
CONTROL MEASURES														
<p>Vehicles should be regularly maintained inspections and safe working procedures professional drivers will typically will face situations where roadside exposure will occur e.g. To inspect shifted loads/ change wheels/ breakdowns etc..</p> <p>PHYSICAL CONTROLS / PROCEDURES:</p> <p>Roadside procedures - Drivers are instructed:</p> <ul style="list-style-type: none"> If possible, move the vehicle well clear of the roadway to avoid danger from passing traffic. Securely Park vehicle – and if possible minimize the vehicle creating a traffic hazard Switch on hazard warning lights Wear your high visibility jacket /reflective safety vest Always check the mirror before opening the cab door. Beware of passing traffic. If you must check the off side of the truck, always face the oncoming traffic so you don't get hit from behind. Be especially careful when returning to the cab. Approach your cab door from the front of the truck to minimise exposure time and enable you to face the traffic. Look around the corner of the cab before stepping out on the road because motorists will not see you coming Set up warning triangles if required <p>Drivers are instructed to:</p> <ul style="list-style-type: none"> Beware of slippery surfaces on the vehicle (load platforms, chassis frame, steps) and around the vehicle (wet or oily surfaces). Notify the manager/ breakdown services where applicable Follow accident procedures where applicable 														
PERSONAL PROTECTIVE EQUIPMENT REQUIRED														
								Other	Permits					
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats							
Mandatory on all Sites					As per job Requirements									
References:					General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021 Chapter 8 of the traffic signs manual.									

RA 12 -Use of Powerwasher										Residual Risk: L				
Task: Operations including tools and equipment: All COMPANY locations and on sites where powerwashers are in use.										Date: May 2023				
WHO MAY BE HARMED														
Employees		X		Sub-Contractors		X		General Public						
Contractors		X		Official Visitors		X		Plant Operators			X			
HAZARDS								Risk Ratings						
<ul style="list-style-type: none"> Grit/ Swarf entering eyes and mouth and up nose. Compressed water entering the body or blood stream Injury to feet or fingers when nossle pointed towards same. Noise Uncoupled hose swinging out of control Machine starting unintentionally while carrying out maintenance Manual Handling accident moving powerwasher Electrocution. Damage to property. 								Without Controls			With Controls			
								High			MED			
								High			Low			
								Med			Low			
								Med			Low			
								Med			Low			
								High			Low			
								High			Low			
								High			Low			
								High			Low			
TRAINING:	Safe Pass		COMPANY Induction	X	Manual Handling Training	X	Site Inductions	X	Tool Box Talks	X	CSCS		Other	
CONTROL MEASURES														
<ul style="list-style-type: none"> Check Equipment daily before use and report defects immediately. Equipment must be maintained and tested in accordance with legislation. Ensure engine cover/flaps must be in place during use, to ensure noise control is effective; this also includes mufflers fitted. Wear Goggles (and face visor if needed), heavy PVC gloves, safety wellingtons, wet gear, hard hat, high vis and hearing protection if necessary. Hoses, connections and valves must be in good condition and correctly fitted. Take care when working near people of near your own feet and fingers / body so as the lance is not pointed towards a persons body. Do not use powerwasher to clean down clothing etc. as compressed water can enter the body via the skin. Ensure that jockey wheel, stands and brakes are operational before manhandling large powerwashers. Use a vehicle to move powerwasher whenever possible. Read the operators manual for the powerwasher and follow necessary safety instructions from same and if you have any questions contact your supervisor. Do not point powerwasher towards flammable liquids or towards electricity. Ensure all leads and sockets are not on water when in use and that all trip switches are working. When using cleaning detergent follow SDS and manufactures instructions 														
Personal Protective Equipment Required														
								Other	Permit s					
Hi Vis Vest	Safety Boots	Face Shield/ Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats							
Mandatory on all Sites							As per job Requirements							
References:		General Application Regs 2007 to 2021 and associated amendments SHAWW Act 2005 Operators Manual for equipment.												

13 Risk assessment and Policy – Covid 19.										Residual Risk M	
Task: All operations										Date: May 2020	
WHO MAY BE HARMED											
Employees	X	Sub-contractors	X	General Public	X						
Contractors	X	Official Visitors	X	Plant Operators	X						
HAZARDS / Risks				Risk Ratings							
				Without Controls		With Controls					
Uncontrolled spread of COVID19 : Risk arising from the uncontrolled spread of person to person infection leading to mild or severe infection which may lead to death. Activity includes work within: <ul style="list-style-type: none"> Company owned buildings Work area of operation, Use of vehicles and plant Visits to customers, locations. Visitors to site 				High		Med					
Training:	Safe Pass	COMPANY Induction	X	Manual Handling	X	Site Induction	X	Tool Box Talks	X	CSCS	Other
CONTROL MEASURES / Covid 19 Policy											
<ul style="list-style-type: none"> Company must provide sufficient hand cleaning facilities for their employees on site. This should be soap and water wherever possible or hand sanitiser if water is not available On arrival to the customers locations all persons must agree to comply with the safety policies and procedures. Hand sanitizers and surface sanitizer sprays / wipes must be used regularly. Proper cough etiquette, social distancing to be followed by all Employees and Contractors when required. Toolbox talks should be completed to remind people of the hazards Each Employee and Contractor must be fully aware of his or her personal responsibilities. In the event of an employee, contractor develops symptoms of Covid 19 - HSE guidelines will be followed PPE to be worn as per HSE guidelines and site requirements If a person at work is unwell fever/cough/flu symptoms but in no distress, they should be advised to go home, they should not use public transport and they should be advised to self-isolate and call their GP in the first instance. 											
<div style="text-align: center;">  </div>											
PERSONAL PROTECTIVE EQUIPMENT REQUIRED											
											
Hi Vis Vest	Safety Boots	Hard Hats	Safety Gloves	Hearing Protection	Eye and dust Protection	Respiratory Protection	Face Shield/ Masks	Work at height			
Mandatory on all Sites				As Req'd							
References:		<ul style="list-style-type: none"> General Applications Regulations 2007 to 2021, SHAWW Act 2005, Construction Regulations 2013 to 2021 CIF C-19 Pandemic Standard Operating Procedures, Government policies Customers / Clients Company procedures. 									

RA-13 Grass Cutting				Residual Risk: L
Task: Operations including tools and equipment for Grass cutting				Date: May 2023










WHO MAY BE HARMED

Employees	X	Sub-Contractors	X	General Public	X
Contractors	X	Official Visitors	X	Plant Operators	X
HAZARDS		Risk Ratings			
		Without Controls		With Controls	
<ul style="list-style-type: none"> Being hit by thrown debris Being hit by ejected machine parts Contact with moving parts Contact with underground services Being hit by the machine head or machine arm The Lawnmower overbalancing Collisions with Traffic 		High		Low	
		High		Low	
		High		Low	
		Med		Low	
		Med		Low	
		Med		Low	
		Med		Low	
TRAINING:		Safe Pass		COMPANY Induction	X
		Manual Handling	X	Site Inductions	X
		Toolbox Talks	X	CSCS	X
		Other			

CONTROL MEASURES

- Ensure operator is competent in use of Lawn mower.
- Ensure guards and safety devices are in place on Lawn mower and in good working order.
- Use appropriate signs and warning lamps when working on the road. Take a minute to look at the ground conditions and the field slope before starting work. Walk the area checking for debris.
- Work at a safe speed for the surroundings
- Ensure people are a safe distance away at all times.
- Use safe practices when working near overhead or underground cables
- Disengage the machine, stop the mower and remove keys before dismounting for any reason.
- Ensure mower is in a stable position when working, i.e.. on firm and level ground and set as per manufactures instructions.
- Clear up any debris after cutting as it could be hazardous
- Keep personnel clear of operations (Plant / Personnel segregation). See site traffic management plan when working on roads.
- Persons not to stand a safe distance away at all times. Stop cutting if people are approaching you.
- No passengers to be carried
- Ensure regular maintenance and inspection.
- Attachments fitted to a mower must be compatible, approved for use and secure as per manufactures instructions.
- When parking machines on level ground in designated safe place away from all other operations, look out for any damage on the machine that may become detached in operation.
- Keep onlookers away from its operation.
- Ensure guards around mower are in place.
- Look out for wires in dense foliage and high growth.
- Hi Vis clothing to be worn at all times.

Personal Protective Equipment Required

									Other
Hi Vis	Safety Boots	Hard Hats	Eye Protection	Hearing Protection	Safety Gloves	Harness Protection	Face Shield	Dust Mask	
Yes	Yes	Yes	Yes	As required	Yes	As required	Yes	As required	

References: SHAWW Act 2005
General Applications 2007 to 2021
Construction Regs 2013 to 2021

Section 5 Office and Canteen Risk Assessments

1. Canteen
2. Microwave
3. VDU
4. Office Machines/Equipment
5. Printer/Photocopier/Toner
6. Shredder
7. Stress
8. Violence to Staff

Sign Off Sheet

RA-1 Canteen				Residual Risk: L
Task: Keep Canteen facilities clean and tidy. Leave it as you would like to find it.				Date: May 2023

WHO MAY BE HARMED

Employees	X	Sub-Contractors	X	General Public	X
Contractors	X	Official Visitors	X	Plant Operators	X









HAZARDS		Risk Ratings	
		Without Controls	With Controls
<ul style="list-style-type: none"> Burns Scalds Fire 		High	Low
		High	Low
		High	Low

TRAINING	Safe Pass	X	COMPANY Induction	X	Manual Handling Training	X	Site Inductions		Tool Box Talks	X	CSCS		Other	
-----------------	-----------	---	-------------------	---	--------------------------	---	-----------------	--	----------------	---	------	--	-------	--

CONTROL MEASURES

- Due to the nature of the work being carried out, equipment, utensils and materials being used, hazards can arise in the canteen both in relation to personnel working in the canteen and personnel using the canteen. The canteen will be provided with the appropriate equipment and utensils, which are in good working order and appropriate to the work to be done. Faulty or damaged equipment will not be used and will be repaired or replaced as soon as practicable. Regular checks will be made on electrical connections and switches. Necessary repairs/replacements will be carried out as soon as possible.
- All gas and other pipes, tubing, taps and valves will be checked regularly and repaired/replaced as soon as practicable. Care and attention will be exercised when handling hot utensils, materials and boiling liquids. Care and attention will be exercised when lighting gas plates, ovens, etc. to avoid flashes. Unlit gas flowing for even a short time can create a hazard and/or explosion. Care and attention will be exercised when handling all sharp tools/utensils - such as knives etc. Such tools/utensils will be stored safely. Appropriate can openers must be used. Fire blankets and fire extinguishers are available and placed at locations in the canteen, which are readily accessible. Good hygiene practices will apply at all times. If any food or drinks have been contaminated by poison, broken glass or other foreign body, such food will be destroyed immediately.

Personal Protective Equipment Required

								Other	Permits
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats		

As per job Requirements

References:	General Application Regs 2007 to 2021 SHAWW Act 2005
--------------------	---

RA-2 Microwave Ovens				Residual Risk: L
Task: Keep Canteen facilities clean and tidy. Leave it as you would like to find it. Ensure that no tinfoil is left in the microwave				Date: May 2023

WHO MAY BE HARMED

Employees	X	Sub-Contractors	X	General Public	X
Contractors	X	Official Visitors	X	Plant Operators	X









HAZARDS		Risk Ratings	
		Without Controls	With Controls
<ul style="list-style-type: none"> Burns Fire Explosion 		High	Low
		High	Low
		High	Low

TRAINING	Safe Pass	X	COMPAN Y Induction	X	Manual Handling Training	X	Site Inductions		Tool Box Talks	X	CSCS		Other	
-----------------	-----------	---	--------------------	---	--------------------------	---	-----------------	--	----------------	---	------	--	-------	--

CONTROL MEASURES









- All microwave ovens must comply with a relevant CE; EN or BS standard.
- All microwave ovens must be serviced and maintained in accordance with the manufacturer's instructions.
- Microwave ovens must be checked before each use for damage, especially around door seals. Damaged units must be removed from serviced immediately.
- Ovens should be positioned with a 5cm gap around the rear and sides of the unit to allow for adequate ventilation.
- Ovens should be cleaned immediately following any spillages.
- Microwave ovens will be positioned within easy reach
- Door seals will be kept free from food, grease and dirt
- Oven gloves will always be used to remove hot containers from the microwave
- All maintenance / cleaning will be conducted with the microwave disconnected from the power source
- Metal/ decorated dishes will not be used in the microwave
- Cooking whole eggs, food in sealed containers, sealed plastic bags or food with none porous casing will not be carried out
- No person with an unshielded heart pacemaker will work near a microwave oven
- Microwave to be PAT Tested at least annually.
-









Personal Protective Equipment Required

								Other	Permits
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats		

As per job Requirements

References:	General Application Regs 2007 to 2021 SHAWW Act 2005
-------------	---

RA:3 Visual Display Unit (VDU)										Residual Risk	
Task: All operations involved in working with VDUs.										Date: May 2023	
WHO MAY BE HARMED											
Employees	X	Sub-contractors	X	General Public	X						
Contractors	X	Official Visitors	X	Plant Operators	X						
HAZARDS				Risk Ratings							
				Without Controls				With Controls			
• Eyesight problems				Med				Low			
• Headaches,				Med				Low			
• Minor injuries				Med				Low			
Training:	Safe Pass	COMPANY Induction	X	Manual Handling	X	Site Induction	X	Tool Box Talks	X	CSCS	Other
CONTROL MEASURES											
<p>Risk of physical fatigue as a result of poor seating arrangements, or inadequate of seating provided.</p> <ul style="list-style-type: none"> • Risk of eye fatigue and possible increase in awareness of pre-existing vision defects with heavy usage of VDUs. • Risk of soft tissue fatigue with possible onset of repetitive strain injury in severe cases, with heavy usage of VDUs • Ergonomically designed office furniture and lighting is provided to minimize postural problems, i.e. chairs and adjustable seats and backrests, large desks, work holders, foot-rest etc. • It is the policy of the company to provide VDU equipment with good screen definition and a range of adjustments which ensure user comfort. • The Company uses the health & Safety Authority Guidelines on VDUs as a standard for ergonomic assessment of VDU workstations. • Employees are trained to use their equipment and to adjust their workstations to meet those guidelines • Every effort is made to ensure that VDU users are adequately trained in the software systems, thus minimizing stress in using the system. • Provisions for eye examination and eyesight testing are available where necessary 											
PERSONAL PROTECTIVE EQUIPMENT REQUIRED											
								Other	Permits		
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats				
As per job Requirements											
References:		General Application Regs 2007 to 2021 SHAWW Act 2005									

RA: 4 Office Machines/Equipment										Residual Risk L				
Task: All office equipment and machines used on site and in the office environment										Date: May 2023				
WHO MAY BE HARMED														
Employees			X	Sub-contractors			X	General Public			X			
Contractors			X	Official Visitors			X	Plant Operators			X			
HAZARDS							Risk Ratings							
							Without Controls			With Controls				
							Med			Low				
<ul style="list-style-type: none"> Serious Injury or Loss of Limb from using a Shredder Guillotine, Photocopier, Binder, Franking Machines and Fans, Kettles, Fridges 							Med			Low				
Training:		Safe Pass		Company Induction	X	Manual Handling	X	Site Induction	X	Tool Box Talks	X	CSCS	Other	
CONTROL MEASURES														
<ul style="list-style-type: none"> Office machines and equipment can cause injury due to moving parts and the possibility of loose clothing being drawn into, or caught in them, such as: - Ensure machines are fitted with the appropriate guards. Ensure display notices are posted to alert employees to hazards, and where machines are out of order or not functioning properly. Faults in equipment will be reported immediately to the office supervisor or manager. Care and attention will be given when applying toner or using other chemicals. Tippex and thinners can be harmful if inhaled or swallowed. Containers for harmful substances must be closed when not in use. The manufacturers'/suppliers' recommendations will be followed in all cases. Correct hygiene procedures will be followed where employees are required to handle chemicals or other hazardous substances. Ensure that machinery is serviced on a regular basis. 														
PERSONAL PROTECTIVE EQUIPMENT REQUIRED														
								Other	Permits					
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats							
As per job Requirements														
References:		General Application Regs 2007 to 2021 SHAWW Act 2005												

RA:5 Printer/ Photocopier/Toner										Residual Risk							
Task: All office equipment and machines including printers, toners and photocopiers										Date: May 2023							
WHO MAY BE HARMED																	
Employees			X		Sub-contractors			X		General Public							
Contractors			X		Official Visitors			X		Plant Operators			X				
HAZARDS								Risk Ratings									
								Without Controls				With Controls					
<ul style="list-style-type: none">• Flammable• Manual handling• Entrapment• Health Risks								Med				Low					
								Med				Low					
								Low				Low					
								Med				Low					
Training:		Safe Pass		COMPAN Y Induction	X	Manual Handling	X	Site Induction		X	Tool Box Talks		X	CSCS		Other	

CONTROL MEASURES









- Use in accordance with supplier's instructions Keep clear of waste paper
- Do not open to clear jams or replace toners when hot
- Report defects to Manager Keep in good condition Keep in a well-ventilated area Maintenance, repair and service by a qualified person only Put cables where they will not trip anyone – no trailing cables
- Photocopier/Printer to be PAT Tested.
- Several substances within toner have known risks to health, both on direct exposure and resulting from emissions during the photocopying process.
- All photocopiers are in large rooms or well ventilated areas.
- The construction of toner containers is such that inhalation and contact with skin and eyes is minimised during insertion and removal.
- None of the photocopiers are documented as requiring specialist personal protection while changing toner.
- During storage the containers are sealed and hence are no cause for concern.
- Staff responsible for changing toner should be encouraged to wash their hands afterwards to prevent the possibility of skin irritation or inadvertent transfer to their eyes.

PERSONAL PROTECTIVE EQUIPMENT REQUIRED

								Other	Permits
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats		

As per job Requirements

References: General Application Regs 2007 to 2021
SHAWW Act 2005

RA: 6 Shredder										Residual Risk L			
Task: All office equipment and machines including the safe use of the shredder in the office or on site										Date: May 2023			
WHO MAY BE HARMED													
Employees		X		Sub-contractors		X		General Public					
Contractors		X		Official Visitors		X		Plant Operators		X			
HAZARDS						Risk Ratings							
						Without Controls				With Controls			
<ul style="list-style-type: none"> • Entrapment • Hand Injuries • Faulty Equipment 						High				Low			
						Med				Low			
						Med				Low			
Training:	Safe Pass		COMPANY Induction	X	Manual Handling	X	Site Induction	X	Tool Box Talks	X	CSCS	Other	
CONTROL MEASURES													
<ul style="list-style-type: none"> • All Electrical items are to be tested and tagged as required by legislation. • PAT Testing to be carried out at least annually. • Regular visual inspections are required to check that the equipment is free from obvious damage. • Electrical equipment is not to be used in an environment that is detrimental to the safe use of the equipment. • Keep fingers clear of cutting mechanism. • Follow manufacturer's instructions for safe use. • Keep loose clothing, e.g., ties, hair and jewelry well clear of the cutting mechanism • Turn off the power supply when clearing blockages or emptying bags. Office Staff training in the use of the shredder during induction training. • Any signs of damage recorded on defect report form and Maintenance notified. Shredder tagged with "Not in Use" Label. 													
PERSONAL PROTECTIVE EQUIPMENT REQUIRED													
								Other	Permits				
Hi Vis Vest	Safety Boots	Hard Hats	Safety Gloves	Hearing Protection	Eye Protection	Harness Protection	Face Shield/Masks						
References:		General Application Regs 2007 to 2021 SHAWW Act 2005											

RA 7 Stress	Residual Risk: L
Task: Operations including tools and equipment: People experience stress when they perceive that there is an imbalance between the demands made of them and the resources they have available to cope with those demands. Although the experience of stress is psychological, stress also affects people's physical health	Date: May 2023

WHO MAY BE HARMED

Employees	X	Sub-Contractors	X	General Public	X
Contractors	X	Official Visitors	X	Plant Operators	X
HAZARDS			Risk Ratings		
			Without Controls		With Controls
Lack of control over work			High		Low
TRAINING:	Safe Pass	COMPANY Induction	X	Manual Handling	
				Site Inductions	X
				Tool Box Talks	X
				CSCS	
				Other	

CONTROL MEASURES

Unsuitable demands being made of workers, Lack of support from colleagues and management. Stress is caused by a poor match between us and our work, poor relationships and presence of psychological or physical violence at a workplace, and by conflicts between our roles at work and outside it. Reactions to the same circumstances vary between individuals. Some people can cope better with high demands, than others. It is the individual's subjective evaluation of their situation that is important. It is not possible to determine from the situation alone the amount of stress it may cause. Short-term stress – for instance when meeting a deadline – isn't usually a problem: indeed it can help people perform to the best of their ability.

Stress becomes a risk to safety and health when it is protracted.

The experience of stress can alter the way a person feels, thinks and behaves and may produce the symptoms of work-related stress

At the organisation level:

- Absenteeism, High staff turnover, Poor time-keeping, Disciplinary problems, Harassment, Reduced productivity
- Accidents, Errors, Increased costs from compensation or health care

At the individual level:

- Emotional reactions (irritability, anxiety, sleep problems, depression, hypochondria, alienation, burnout, family relationship problems)
- Cognitive reactions (difficulty in concentrating, remembering, learning new things, making decisions);
- Behavioral reactions (abuse of drugs, alcohol, and tobacco; destructive behavior)
- Physiological reactions (back problems, weakened immunity, peptic ulcers, heart problems, hypertension)

In order to prevent the development of stressors at the workplace as far as possible and to better protect workers from the emergence of burnout, continuous monitoring of the work situation should be undertaken

- Different analysis tools and procedures are available, depending on the general conditions
- Analysis of work incapacity data; Risk assessment; Work situation analysis; A health circle; Worker surveys; Worker interviews








Organisational measures available for circumstantial prevention include:

- Design of work organisation; Creation of degrees of freedom; Possibilities of social support; Provision of feedback for the workflow and the results

Good social and communication relationships with other occupational groups are also important

- Helpful individual-related measures include Continuous and further training;
- Training in social and communicative skills; Time management; Coping with stress.
- A combination of organisational and individual measures produces the most effect**

Personal Protective Equipment Required

								Other	Permits
Hi Vis Vest	Safety Boots	Hard Hats	Safety Gloves	Hearing Protection	Eye Protection	Harness Protection	Face Shield/Dust Masks		

As per job Requirements

References:

RA- 8 Violence to Staff				Residual Risk: L
Task: Shop, Sales counter and the parts dept.				Date: May 2023

WHO MAY BE HARMED

Employees	X	Sub-Contractors	X	General Public	X
Contractors	X	Official Visitors	X	Plant Operators	X









HAZARDS		Risk Ratings	
		Without Controls	With Controls
<ul style="list-style-type: none"> Employees dealing with cash or high value goods are vulnerable to attack Lone workers are vulnerable Alarm callout not working 		Med	Low
		Low	Low
		Med	

TRAINING:	Safe Pass	X	COMPANY Induction	X	Manual Handling Training	X	Site Inductions		Tool Box Talks	X	CSCS		Other	
------------------	-----------	---	-------------------	---	--------------------------	---	-----------------	--	----------------	---	------	--	-------	--

CONTROL MEASURES

<ul style="list-style-type: none"> Use of C.C.T.V. and other security measures. Vary time of cash collection and bank deposits. Should a robbery occur, the staff at should hand over the cash in the till without argument or delay which may antagonise the thieves and cause them to injure or harm any staff member or customer present. Gardai notified in event of alarm activation. Lone working should be minimised if not eliminated extra precautions required if staff work alone The local crime prevention officer of the Gardai can provide advice on how best to reduce the risk. Reduce the amount of available cash e.g. by using time-locked safes and display signs indicating this. Identify higher risk times and take extra precautions during such times. Instruct employees in the handling of disputes and in the use of security measures. All operators will receive careful and comprehensive instruction and training so that they are fully familiar with the particular MACHINE CONTROLS, SAFETY DEVICES, and DANGERS and how they are avoided. 														
--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Personal Protective Equipment Required









								Other	Permits
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats		









As per job Requirements

References:	General Application Regs 2007 to 2021 SHAWW Act 2005
-------------	--

Section 6 Transport & Transfer depot Risk Assessments

1. Company Vehicles
2. Heavy Goods Vehicles- General driving
3. Loading and off Loading Plant
4. Transporting of Plant by Low Loader
5. Reversing Vehicles
6. Roadside inspection /Maintenance/Breakdown
7. Bulk Trailers
8. Covering Bulk Trailers
9. Tipper Trucks
10. Loading & Unloading Tautliners & Containers
11. Coupling & Uncoupling of trailers
12. Truck Trailers Working @ Heights
13. Artic Trucks
14. Refuse trucks
15. Bin Handlers on rear of Trucks
16. Lifting Gear on the rear of trucks
17. Handling Contaminated Refuse
18. Operating skip trucks
19. Loading / Unloading Skips from Back of Skip Lorries
20. RAMS Skip Operations To include skip truck and Hook lorry
21. Loading/Unloading Trucks at Transfer Station or Sites
22. Vehicle Access / Egress to Transfer Station
23. Traffic Management at the transfer station
24. Cleaning of Vehicles
25. Road Sweeping
26. Litter Picking

RA: 1 Company Vehicles										Residual Risk L																	
Task: All operations with plant and equipment on sites, roads and work shop										Date: May 2023																	
WHO MAY BE HARMED																											
Employees		X		Sub-contractors		X		General Public		X																	
Contractors		X		Official Visitors		X		Plant Operators		X																	
HAZARDS								Risk Ratings																			
								Without Controls			With Controls																
<ul style="list-style-type: none"> Inadequate maintenance/ checks on company vehicles Inadequate maintenance/ checks on vehicles 								High			Low																
								High			Low																
Training:		Safe Pass		COMPANY Induction		X		Manual Handling		X		Site Induction		X		ToolBox Talks		X		Plant Training		X		Other			
CONTROL MEASURES																											
<p>Five main hazards are addressed under the risk assessment: Road Traffic Accident, Manual Handling, Wheel Change, Mobile Phones and Vehicle Maintenance.</p> <p>Road Traffic Accident – Injury due to collision Only suitable qualified and insured employees may operate company vehicles. They must always be driven within the rules of the road and the law They must have recorded and scheduled programme of maintenance, and must hold DOE certificates as necessary. Any breach of the Road Traffic Acts will be treated with the utmost severity.</p> <p>Manual Handling – Good manual Handling practice must be exercised in loading and unloading of vehicle Ensure all equipment is safely stored in the vehicle so that it will not slide or shift forward in the event of an emergency stop</p> <p>Wheel Change – Cuts, Bruises, MH Injury, Traffic Passing by Vehicle is issued with full wheel changing kits The jack, screwdriver, spare wheel, and tyre iron are usual vehicle equipment. The reflective jacket, torch and red triangle are supplied by the company. All of the equipment is to be properly maintained by the vehicle drivers. If a puncture occurs and a wheel change is needed do the following: Turn on hazard lights Pull into the left-hand side of the road when safe to do so Get out of the vehicle and go to the boot Place the red triangle approx. 30feet from the vehicle It is imperative that the yellow jacket is worn even in broad daylight If the puncture is on the left hand side of the vehicle proceed to change the tyre taking great care with regard to manual handling, If the puncture is on the right hand side of the vehicle try to angle the car slightly to give protection from oncoming traffic. When the wheel has been changed replace equipment back in the vehicle in their original storage places. Have the puncture repaired as soon as possible, especially if the spare is a temporary wheel</p> <p>Mobile Phones – Road traffic accident At no time is it permitted to drive the vehicle while holding a mobile phone or receiving/sending text messages Training/ instruction must be given to staff on dangers of using a mobile phone while operating a vehicle</p> <p>Vehicle Maintenance – RTA due to poor maintenance Maintenance / service carried out as per recommendations Staff will occasionally be requested to carry out an assessment on the vehicle to ensure in good working order</p>																											
PERSONAL PROTECTIVE EQUIPMENT REQUIRED																											
																Other		Permits									
Hi Vis Vest		Safety Boots		Face Shield/Masks		Safety Gloves		Eye Protection		Hearing Protection		Harness Protection		Hard Hats													
Mandatory on all Sites										As per job Requirements																	
References:				General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021																							

RA: 2 Heavy Goods Vehicles –General Driving										Residual Risk L					
Task: All operations of Heavy Goods Vehicles										Date: May 2023					
WHO MAY BE HARMED															
Employees		X	Sub-contractors		X	General Public		X							
Contractors		X	Official Visitors		X	Plant Operators		X							
HAZARDS						Risk Ratings									
						Without Controls			With Controls						
						High			Low						
						High			Low						
						High			Low						
<ul style="list-style-type: none"> Traffic accidents from collision with other vehicles, pedestrians/ structures etc. Damage to property from truck contact. Driver Ill health from Postural problems leg / foot injury Stress / Fatigue/ Eyestrain 						High			Low						
Training:		Safe Pass		COMPANY Induction	X	Manual Handling	X	Site Induction	X	Tool Box Talks	X	CPC	X	Other	
CONTROL MEASURES															
<ul style="list-style-type: none"> Vehicles provided by the company will meet requirements set out under the Road Traffic Act Drivers consulted and cabs fitted with suitable seating and other features to reduce ergonomic problems associated with driving. (also see work at height risk assessment) Vehicles contain first aid/ fire extinguishers / hands free phones etc. Drivers Daily walk round Checks. Weekly Inspection/Statutory Inspections Examination and testing of Trucks are up to date. Any defects or damage reported to the manager. Regular service and repairs undertaken by qualified mechanic <p>Drivers:</p> <ul style="list-style-type: none"> Experienced with appropriate training. Medically fit to perform duties Undertake regular vehicle inspections Report and feedback to the manager any problems with <ul style="list-style-type: none"> Vehicle/ traffic routes/ near misses signage/ reversing loading/unloading sites and driver health conditions Instructed to drive with care, and comply with Traffic Acts , regulations and other associated legislation. Regular clients / routes and time schedules established to reduce stress / fatigue problems Drivers instructed never to jump down from cab. <p>TRAINING</p> <ul style="list-style-type: none"> Current heavy good vehicle licence Restraining of Loads training. ADR trained where applicable Complete client Inductions/ Training CPC Driver Training and Load restraining Training Other as required by product hauled/ equipment used/ client requirements Further consultation with drivers about health and safety issues 															
PERSONAL PROTECTIVE EQUIPMENT REQUIRED															
								Other	Permits						
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats								
Mandatory on all Sites				As per job Requirements											
References:		General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021 RSA Website													


RA: 3 Loading and Off Loading Plant & Restraining Plant										Residual Risk					
Task: All operations included in the off-loading and loading of plant on roads or on site										Date: May 2023					
WHO MAY BE HARMED															
Employees			X		Sub-contractors			X		General Public			X		
Contractors			X		Official Visitors			X		Plant Operators			X		
HAZARDS										Risk Ratings					
										Without Controls			With Controls		
<ul style="list-style-type: none">• Loading / Offloading Machines on site and at base.• Untrained Operators. PPE.• Collision with personnel, or public, plant, or other vehicles• Access and Egress - Slips / Trips / Falls from the vehicle.• Plant item running off trailer during loading or offloading.• Sudden movement of plant under gravity.• Plant item overturning due to trailer moving when not secured.• Risk from inadequate restraint of load• Opening & closing ramps.• Loss of or movement of load due to poor, insufficient, or no tie-down.• Load over-height.• Load over-width.• Load over-length.• Load weight• Transporter not fit for purpose.• Restraint devices not used appropriately.• ID and restraining information not visible on all restraint equipment.• Overhead power lines and overhead hazards• Spotter too close to transporter during loading• Manual handling										Med			Low		
										High			Low		
										High			Low		
										Med			Low		
										Med			Low		
										Med			Low		
										Med			Low		
										Med			Low		
										Med			Low		
										Med			Low		
										Med			Low		
										Med			Low		
										Med			Low		
										Med			Low		
										High			Low		
										High			Low		
High			Low												
High			Low												
Med			Low												
Training:		Safe Pass		COMPANY Induction	X	Manual Handling	X	Site Induction	X	Tool Box Talks	X	CSCS		Other	X









CONTROL MEASURES

<ul style="list-style-type: none"> • Only competent personnel may load / offload machines on site or at base. No unauthorised people may be in the vicinity when loading / offloading. Only hauliers contracted are permitted to load /restrain / offload machines unless specifically authorised by management. • Before driving the machine on or off a transporter, the machine operator should ensure that The loading /unloading area is sufficiently large to accommodate the movement of the machine without striking obstructions or causing hazards to others. The transporter is on firm and level ground and correctly positioned with its brakes on. Chock the wheels if necessary. • Check for overhead power lines and other hazards prior to loading / offloading equipment. • All ramps must be secure and long enough to keep the ramp angle low. • If ramps are not automatic the driver must use extreme caution, seek assistance if available, when lowering the ramps and ensure all personnel stand either side of the ramp as they are lowered. • The machine transmission, clutches, brakes, etc. are working correctly (an unserviceable machine requires the assistance of the transporter loading winch). The machine should be lined up with the ramps so no turning will be necessary. Loading and unloading should be carried out at the slowest possible speed, particularly at any point of balance. Any necessary movement of the machine whilst on the transporter (i.e. to centralise it) must be carefully executed.
--

- Transporting site machinery can involve numerous hazards and the following precautions should be taken at all times: The design and construction of the vehicle should be suitable for the load. The maximum expected floor loading must be ascertained to ensure that the floor and supporting members are adequate.
- Loads carried must be adequately secured so there is no likelihood of them moving or falling off.
- Loads to be secured as per EN 12195
- Chains and restraint equipment should be checked for damage, wear and tear and rated for the load it is restraining.
- The front and rear wheels of the equipment being transported should be butted against the bulkhead or against chocks which are secured. The brakes should be engaged and any other necessary precautions must be taken to ensure that the machine cannot change position during transit.
- Lashing chains from the front and rear towing eyes or axles should be secured and tensioned to anchorage points on the trailer.
- Trailer flaps (beaver tails) should be secured in the upright position; and
- The load should be checked after the first kilometre of the journey and at regular intervals throughout the journey.
- The load is so arranged not to obstruct the drivers field of vision, including rearward vision through the driving mirrors.
- To achieve maximum stability the load should be placed so that the centre of gravity is placed as low as possible, and near to the vehicle longitudinal centreline.
- The weight of heavy goods of small dimension should be spread across the vehicle platform by use of load spreading devices.
- The driver must check the overall height of the vehicle when the plant and machinery is loaded to ensure that it can safely pass under any bridges along the route. He/she should check the Iarnród Éireann Railway Bridge Map to find out if there are any low bridges on route.
- Gross vehicle weights must not be exceeded. If the gross weight or dimensions are exceeded, special permits are obtained from An Garda Síochána and the Local Authority/ies through whose area/s the equipment will be transported.
- Load over-width. Display "WIDE LOAD" front and back.
- Load over-length. Display "LONG VEHICLE" front and back.
- A fire extinguisher must be provided in the transporter cab.
- High visibility clothing, safety helmet and safety boots are mandatory requirements on site / base. Other PPE to be worn as required.
- Correct manual handling techniques must be used when manually loading / offloading products or using restraint equipment. Training must be provided by the employer and the eight principles of manual handling must be adhered to.
- Comply with Construction Regulations, Training courses, Safety Inductions, and Sop's. RSA Requirements

PERSONAL PROTECTIVE EQUIPMENT REQUIRED

PERSONAL PROTECTIVE EQUIPMENT REQUIRED									
								Other	Permits
Hi Vis Vest	Safety Boots	Face Shield/ Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats		
Mandatory on all Sites				As per job Requirements					
References:		General Application Regs 2007 to 2021 , SHAWW Act 2005 Construction Regulations 2013 to 2021 RSA Requirements International Guidelines on Safe Load Securing for Road Transport							

RA: 4 Transporting of Plant by Low Loader										Residual Risk			
Task: All operations where plant is moved from site to site or from the compound to site.										Date: May 2023			
WHO MAY BE HARMED													
Employees	X	Sub-contractors	X	General Public	X								
Contractors	X	Official Visitors	X	Plant Operators	X								
HAZARDS						Risk Ratings							
						Without Controls			With Controls				
<ul style="list-style-type: none"> Machine moving or falling off transporter during transport Slippage of load due to load been unstable Machine load too high, contact with obstructions Machines not adequately Restrained 						High			Low				
						High			Low				
						High			Low				
						High			Low				
Training:	Safe Pass	COMPANY Induction	X	Manual Handling	X	Site Induction	X	ToolBox Talks	X	Load Restraining	X	Other	
CONTROL MEASURES													
<ul style="list-style-type: none"> Load tightly secured and checked frequently during the journey. Tying chains used for securing loads to be inspected for wear or damage Loads to be suitable chained and secured as per Guidelines on Safe Load Securing for Road Transport EN 12195 Adjust travelling speed to take into account the centre of gravity of the load especially for turning maneuvers. Vehicle speed to be consistent with gross weight and conditions of roads and terrain Check route in advance for low bridges and overhead wires or other obstructions, including narrow tree line roads. Since some loads of plant to site are classed as abnormal loads i.e. width >2.5m, weight > 40T, length >16.5m, a permit is required from relevant local authorities - abide by conditions of permit - Gardai to be notified in advance. Escort to be provided preferably with > 3.5m width with warning signs and rotating beacon. Travelling time restricted to off peak times only. Transporter driver to check that : <ul style="list-style-type: none"> -truck is in safe working order -permit is carried on vehicle Conditions of permit are adhered to 													
PERSONAL PROTECTIVE EQUIPMENT REQUIRED													
								Other	Permits				
Hi Vis Vest	Safety Boots	Face Shield/Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats						
Mandatory on all Sites				As per job Requirements									
References:		General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021 RSA Website RSA Requirements International Guidelines on Safe Load Securing for Road Transport											

RA: 5 Reversing Vehicle										Residual Risk											
Task: All operations where plant is moved from site to site or from the compound to site.										Date: May 2023											
WHO MAY BE HARMED																					
Employees			X		Sub-contractors			X		General Public			X								
Contractors			X		Official Visitors			X		Plant Operators			X								
HAZARDS Accidents from collision with other vehicles, pedestrians/ structures etc. Damage to property from truck contact.								Risk Ratings													
								Without Controls				With Controls									
								High				Low									
								High				Low									
Training:		Safe Pass	X	COMPANY Induction		X	Manual Handling		X	Site Induction		X	Tool Box Talks		X	Spotter		X	Other		

CONTROL MEASURES

Drivers are to receive adequate safety information about delivery/ collection sites

- Problems with one-way systems / overhead hazards
- Entrance/exits , reception area , traffic routes,
- parking /waiting/ loading areas
- visiting driver rules restrictions requirements
- special conditions for reversing / signalling/ banks men used.

Vehicles fitted with suitable reversing aids and warning devices

- Drivers are to check reversing aids and warning devices are working and report faults immediately.
- Drivers are to be familiar with loading / unloading procedures.
- Drivers are to check the area is clear of people and traffic when reversing.
- Drivers to follow all company rules and procedures.
- Use spotters if vision is restricted

Management are to review work areas and consult with drivers and clients etc to eliminate / minimise reversing hazards

TRAINING:

- HGV license
- Spotter training
- Client site loading/ unloading procedures
- All staff trained in cleaning procedure for High Vehicles.

PERSONAL PROTECTIVE EQUIPMENT REQUIRED

								Other	Permits
Hi Vis Vest	Safety Boots	Face Shield/ Masks	Safety Gloves	Eye Protection	Hearing Protection	Harness Protection	Hard Hats		

Mandatory on all Sites

As per job Requirements

References:

General Application Regs 2007 to 2021
SHAWW Act 2005
Construction Regulations 2013 to 2021
RSA Website

RA: 6 Roadside Inspection / Maintenance/ Breakdown										Residual Risk						
Task: All operations for Roadside break downs										Date: May 2023						
WHO MAY BE HARMED																
Employees			X		Sub-contractors			X		General Public			X			
Contractors			X		Official Visitors			X		Plant Operators			X			
HAZARDS							Risk Ratings									
							Without Controls				With Controls					
							Accidents from collision with other vehicles, pedestrians/ structures etc.				High			Low		
							Damage to property from truck contact.				High			Low		
Training:		Safe Pass		COMPANY Induction	X	Manual Handling	X	Site Induction		X	Toolbox Talks	X	CSCS	X	Other	

CONTROL MEASURES

Whilst regularly maintains inspections and safe working procedures professional drivers will typically will face situations where roadside exposure will occur e.g. To inspect shifted loads/ change wheels/ breakdowns etc..

Roadside procedures –









Drivers are instructed:

- If possible, move the vehicle well clear of the roadway to avoid danger from passing traffic.
- Securely Park vehicle – and if possible minimize the vehicle creating a traffic hazard
- Switch on hazard warning lights
- Wear your high visibility jacket /reflective safety vest
- Always check the mirror before opening the cab door. Beware of passing traffic.
- If you must check the off side of the truck, always face the oncoming traffic so you don't get hit from behind.
- Be especially careful when returning to the cab.
- Approach your cab door from the front of the truck to minimise exposure time and enable you to face the traffic.
- Look around the corner of the cab before stepping out on the road because motorists will not see you coming
- Set up warning triangles if required
- Beware of slippery surfaces on the vehicle (load platforms, chassis frame, steps) and around the vehicle (wet or oily surfaces).
- Notify the manager/ breakdown services where applicable
- Follow accident procedures where applicable

TRAINING:

- Drivers are to be familiar with procedures for breakdown/ accidents/ inspections/ wheel changing/ maintenance etc.

PERSONAL PROTECTIVE EQUIPMENT REQUIRED









								Other	Permits
Hi Vis Vest	Safety Boots	Safety Gloves	Face Shield/Masks	Eye Protection	Hearing Protection	Harness Protection	Hard Hats		









Mandatory on all Sites









As per job Requirements









References:









General Application Regs 2007 to 2021
SHAWW Act 2005
Construction Regulations 2013 to 2021
RSA Website








7. Bulk Trailer										Residual Risk L																	
Task: All operations with Bulk Trailers and skips										Date: May 2023																	
WHO MAY BE HARMED																											
Employees		X		Sub-contractors		X		General Public		X																	
Contractors		X		Official Visitors		X		Plant Operators		X																	
HAZARDS						Risk Ratings																					
						Without Controls				With Controls																	
Loading/ unloading trailer falls from trailer Crushed from bed collapse or hydraulic failure Crushed between trailer and buildings Pinched fingers from tailgates Slips trips falls Overturning of trailer						High				Low																	
TRAINING		Safe Pass		COMPANY Induction		X		Manual Handling		X		Site Inductions		X		Toolbox		X		W@H		X		Other			
CONTROL MEASURES																											
<ul style="list-style-type: none"> ➤ Tipper trailer is to be maintained in good condition and only carry loads within its capacity. ➤ Be sure the load is evenly distributing throughout the Trailer not to one side. ➤ Avoid overloading the Trailer. Know the weight limits of the vehicle and understand how to calculate the weight of material that is being loaded. ➤ For materials that flow out of Trailers poorly, load less material than normal and/or distribute slightly more material to the rear of the bed. ➤ Unload on compacted soil or gravel and on as smooth and level a surface as possible. Be sure the tailgate is unlocked before raising the Trailer. ➤ Align a tractor and semi-trailer in as straight a line as possible to unload. Avoid sharply jack-knifed alignments. ➤ If necessary, rearrange or clear areas to provide easy access to unloading areas and to provide overhead and dumping area clearance. ➤ Do not climb on loaded trailers use roll on and roll off covers which can be operated from ground or from catwalk ➤ The tipping area should be clear of other vehicles and people during unloading. Ample lighting should be provided for night time operations. All persons to be kept free of loading and off loading area ➤ Always use safety prop when working under raised body. ➤ Check tire pressures daily. ➤ Insure that repairs to the Trailer, leave bottom and sides clear of obstructions to the smooth flow of materials. ➤ Inspect and repair suspension systems. Lubricate pins and bushings for smooth operation. Inspect and repair hydraulic lift cylinders regularly. ➤ Operators should be trained on the specifics of maintenance and inspections for trailers. ➤ Operators should be able to recognise hazardous conditions such as improper load distribution, ditch bank shear lines, frozen or wet materials, poorly flowing materials, uneven unloading surfaces, etc., and know how to compensate for such hazards. ➤ Operators and helpers should know how to use hand signals and safe procedures for two person unloading operations. Drivers are to be familiar with the loading/ unloading procedures: 																											
PERSONAL PROTECTIVE EQUIPMENT REQUIRED																											
																Other		Permits									
Hi Vis Vest		Safety Boots		Safety Gloves		Face Shield/Masks		Eye Protection		Hearing Protection		Harness Protection		Hard Hats													
Mandatory on all Sites														As per job Requirements													
References:		General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021																									









RA: 8 Covering Bulk loads										Residual Risk L				
Task: Operations with Covering Bulk loads										Date: May 2023				
WHO MAY BE HARMED														
Employees	X	Sub-contractors	X	General Public	X									
Contractors	X	Official Visitors	X	Plant Operators	X									
HAZARDS						Risk Ratings								
						Without Controls				With Controls				
Falls of trailers while walking on the trailer Working at Heights Faulty Equipment Access & Egress from trailers Cover getting caught on material Overhead Powerlines Manual handling						High				Low				
TRAINING	Safe Pass		COMPANY Induction	X	Manual Handling	X	Site Inductions	X	Tool Box	X	W@H	X	Other	
CONTROL MEASURES														
<ul style="list-style-type: none"> ➤ Restricted Access onto vehicles - driver / loading operators/ inspectors only ➤ Use trailers with roll on covers where possible ➤ Manual handling injuries while rolling back cover and opening pins on truck use correct technique ➤ Inspect equipment before use and report faulty equipment ➤ Do not overload trailer so that the cover is restricted from covering the load ➤ Provision of Safe access egress to cab and other parts of trailer / vehicle – steps handholds etc. ➤ Consult work force about adequate safe access / egress from truck and trailer ➤ Minimise any work at height provide and use platform where possible ➤ Ensure safe equipment is provided when accessing top of trucks and trailers. ➤ Guardrails etc on upper decks etc. Beware of slippery surfaces on the trailer ➤ Drivers should never jump off vehicle - Minor knee/ankle and back injuries “micro-traumas” are cumulative and can all add up ➤ Drivers are instructed when entering and leaving the trailers <ul style="list-style-type: none"> ○ Always use the steps, foot-holds and grab handles provided. ○ Avoid twisting the back unnecessarily. ○ Climb down from the cab (or trailer deck backwards, never jump down) ○ 3 points of contact face the trailer at all times ➤ Where clients require drivers to work at height for cleaning / inspection etc. drivers will undertake any training induction to understand safe methods of work and equipment. ➤ Do not park under powerlines while covering loads 														
PERSONAL PROTECTIVE EQUIPMENT REQUIRED														
								Other	Permits					
Hi Vis Vest	Safety Boots	Safety Gloves	Face Shield/Masks	Eye Protection	Hearing Protection	Harness Protection	Hard Hats							
Mandatory on all Sites			As per job Requirements											
Referen ces:	General Application Regs 2007 to 2021 SHAWW Act 2005 Sop on bulk trailers													









RA: 9 Tipper Trucks										Residual Risk L				
Task: Operations with loading and off-loading with tipper trucks.										Date: May 2023				
WHO MAY BE HARMED														
Employees	X	Sub-contractors	X	General Public	X									
Contractors	X	Official Visitors	X	Plant Operators	X									
HAZARDS				Risk Ratings										
				Without Controls					With Controls					
Lacerations, bruises, fractures, head injury, back injury, internal injury, death, property damage Tipping near powerlines. Tipping on uneven ground. Working beneath body / Maintenance Loss of control on the road Back door not fully secured.				High					Low					
TRAINING:	Safe Pass		COMPANY Induction	X	Manual Handling	X	Site Inductions	X	Tool Box	X	CSCS	X	Other	
CONTROL MEASURES														
<ul style="list-style-type: none"> • Ensure that trucks are only operated by licenced experienced operators • Ensure that trucks are properly maintained by qualified mechanics • Ensure that HGV is tested and certified and taxed • Ensure that people never stand under the raised body unless it is propped • Ensure that there is clear visibility all around the machine • Ensure that the driver checks for overhead cables and ground conditions before tipping load • Remain safe distances from Over Head Powerlines Refer to the Code of Practise for avoiding the dangers from overhead powerlines • After tipping the load, ensure that the driver waits for the body to come back down before moving off • Ensure that the machine is used in designated areas only • Ensure that there is a breakdown triangle, first aid box and fire extinguisher in the cab • Ensure that the driver installs the taco-graph daily • Ensure that passenger numbers do not exceed seat capacity • Ensure that at the end of the working day, the vehicle is securely parked, is locked and the keys secured elsewhere • Spotter to be used when tipping 														
PERSONAL PROTECTIVE EQUIPMENT REQUIRED														
								Other	Permits					
Hi Vis Vest	Safety Boots	Safety Gloves	Face Shield/Masks	Eye Protection	Hearing Protection	Harness Protection	Hard Hats							
Mandatory on all Sites				As per job Requirements										
References:		General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021 SOP On bulk Deliveries Code of Practice for avoiding the dangers from Overhead Powerlines												









RA: 10 Loading/ Unloading - Taut liners/ Curtain siders										Residual Risk L			
Task: Operations with Curtain siders										Date: May 2023			
WHO MAY BE HARMED													
Employees	X	Sub-contractors	X	General Public	X								
Contractors	X	Official Visitors	X	Plant Operators	X								
HAZARDS				Risk Ratings									
				Without Controls					With Controls				
Loads falling Crushing injuries Vehicle overturning / accidents Falls				High					Low				
TRAINING	Safe Pass	COMPANY Induction	X	Manual Handling	X	Site Inductions	X	Tool Box	X	CPC	X	Other	
CONTROL MEASURES													
<ul style="list-style-type: none"> ➤ Drivers are to receive adequate safety information about delivery/ collection sites ➤ Problems with one-way systems / overhead hazards / Entrance/exits , reception area , traffic routes,parking /waiting/ loading areas / visiting driver rules restrictions requirements all to be addressed ➤ Special conditions for reversing / signalling/ banks men used. ➤ Loading/ unloading activities should occur away from pedestrians and traffic or at suitably segregated/ barrier locations. ➤ Vehicle / trailer immobilisation during loading / unloading procedure. Drivers should never leave their vehicle without ensuring that the vehicle and its trailer are securely braked. (Trailer parking brakes must be used) the engine is stopped, the starter key removed, and any mounted equipment lowered to the ground. ➤ Drivers are to wear high visibility clothing when exiting cab. Drivers will Identify the loading "safety zone" ➤ Excluding all persons from the area where forklifts are moving as goods may fall from the forklift or vehicle <p>Drivers checks:</p> <ul style="list-style-type: none"> ➤ Drivers will ensure visual contact with machine operators and they are in a safe area prior to loading and offloading operations. Drivers will open trailer on one side /unbuckle pull curtains ➤ Drivers are to utilize pedestrian walkways / exclusion zones around truck loading operations and waiting areas where provided. ➤ Vehicles are never overloaded. Overloaded vehicles can be unstable, difficult to Control. ➤ Loads are properly secured where applicable so that they do not slide around. ➤ Distributed evenly / not bulging at sides etc. Uneven loads can make the vehicle or trailer unstable. ➤ Before unloading, check that loads have not shifted during transit, and are not likely to move or fall when restraints are removed. ➤ When driver is satisfied with loading/ unloading of vehicle, close trailer side and ensure all buckles are closed. ➤ Loading/ unloading areas should eliminate reversing where ever possible ➤ Drivers are to use suitable access when inspecting loads before releasing restraining ➤ Drivers are to contact the manger if not satisfied with loading ➤ Safe loading/ unloading procedures to be adhered to ➤ All relevant statutory inspections and certifications are current. ➤ Keep pedestrians away from loading & unloading operations ➤ Drivers are to be familiar with the loading/ unloading procedures: 													
PERSONAL PROTECTIVE EQUIPMENT REQUIRED													
								Other	Permits				
Hi Vis Vest	Safety Boots	Safety Gloves	Face Shield/Masks	Eye Protection	Hearing Protection	Harness Protection	Hard Hats						
Mandatory on all Sites				As per job Requirements									
Referen ces:	General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021												









RA: 11Coupling & Uncoupling of Trailers										Residual Risk L		
Task: All operations with Covering Bulk loads										Date: May 2023		
WHO MAY BE HARMED												
Employees	X	Sub-contractors	X	General Public	X							
Contractors	X	Official Visitors	X	Plant Operators	X							
HAZARDS						Risk Ratings						
						Without Controls			With Controls			
Collapse off Trailer Injury to driver whilst coupling/uncoupling Crash / accident /run away Damage to vehicles						High			Low			
TRAINING	Safe Pass	COMPANY Induction	X	Manual Handling	X	Site Inductions	X	Tool Box	X	Driver Training	X	Other
CONTROL MEASURES												
<p>Accidents can occur from runaway tucks / trailers or separation of truck and trailer due to incorrect coupling. Most accidents occur as a result of complacency and lapses in concentration rather than inexperience on the part of the driver.</p> <p>CONTROLS / PROCEDURES:</p> <ul style="list-style-type: none"> ➤ Inspection of equipment associated with coupling / uncoupling ➤ Drivers are to be familiar with the coupling / uncoupling procedures for each kind and type of truck trailer combination they operate - see coupling/ uncoupling procedures/ guidance <p>The compatibility of any truck and trailer combination must not be taken for granted.</p> <p>Check:</p> <ul style="list-style-type: none"> • Is the trailer fifth wheel position suitable for the kingpin position on the semitrailer to be coupled? • Does the drawbar hitch position and pin size suit the towing eye and drawbar trailer towing beam geometry? • When turning will the semi trailer landing legs clear the rear of the tractor unit and ground? • Are the air and electrical services compatible? <p>➤ Critically when considering using the split coupling method to couple or uncouple a semitrailer is the braking system fitted to the trailer suitable to allow this procedure to take place safely?</p> <p>The suitability of any trailer to be used when performing the split coupling method must be known before a driver is instructed to carry out that procedure. The design of the braking system will determine the reaction times for the application of the trailer parking brake during the coupling and uncoupling procedure and as such the driver could inadvertently be positioned in a place of danger between the truck and trailer while making the air connections.</p> <p>➤ Drivers are not to couple any trailer where its suitability is unknown or suspect that the driver could be in danger.</p> <p>➤ Management must ensure Compatibility of truck trailer combinations Provision of adequate coupling / uncoupling training / information to drivers</p> <p>➤ Monitor safe work procedures/ provide refresher training</p> <p>➤ Regular maintenance of vehicles and trailers</p>												
PERSONAL PROTECTIVE EQUIPMENT REQUIRED												
								Other	Permits			
Hi Vis Vest	Safety Boots	Safety Gloves	Face Shield/Masks	Eye Protection	Hearing Protection	Harness Protection	Hard Hats					
Mandatory on all Sites				As per job Requirements								
References:	General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021											









RA: 12Trucks/ Trailers – Work at height										Residual Risk L			
Task: All operations with Covering Bulk loads										Date: May 2023			
WHO MAY BE HARMED													
Employees	X	Sub-contractors	X	General Public	X								
Contractors	X	Official Visitors	X	Plant Operators	X								
HAZARDS				Risk Ratings									
				Without Controls					With Controls				
Injury from falls				High					Low				
TRAINING :	Safe Pass		COMPANY Induction	X	Manual Handling	X	Site Inductions	X	Tool Box	X	Driver Training	X	Other
<ul style="list-style-type: none"> Restricted Access onto vehicles - driver / loading operators/ inspectors only Provision of Safe access egress to cab and other parts of trailer / vehicle – steps handholds etc. Consult work force about adequate safe access / egress from truck and trailer Minimise any work at height Ensure safe equipment is provided when accessing top of trucks and trailers. Guardrails etc on upper decks Drivers should never jump off vehicle - Minor knee and back injuries “micro-traumas” are cumulative and can all add up Drivers are instructed when entering and leaving the driving cab / trailers <ul style="list-style-type: none"> Always use the steps, foot-holds and grab handles provided. Avoid twisting the back unnecessarily. Climb down from the cab (or trailer deck backwards, never jump down) 3 points of contact face the machine Where clients require drivers to work at height for cleaning / inspection etc. drivers will undertake any training induction to understand safe methods of work and equipment. 													
PERSONAL PROTECTIVE EQUIPMENT REQUIRED													
								Other	Permits				
Hi Vis Vest	Safety Boots	Safety Gloves		Hearing Protection	Eye Protection	Harness Protection	Hard Hats						
Mandatory on Sites				As per job Requirements									
References:	General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021												









RA: 13 Artic Trucks										Residual Risk L				
Task: All operations with Artic trucks.										Date: May 2023				
WHO MAY BE HARMED														
Employees	X	Sub-contractors	X	General Public	X									
Contractors	X	Official Visitors	X	Plant Operators	X									
HAZARDS						Risk Ratings								
						Without Controls				With Controls				
Lacerations, bruises, fractures, head injury, back injury, internal injury, death, property damage Tipping near powerlines. Tipping on uneven ground. Working beneath body / Maintenance Loss of control on the road Coupling & Un coupling of Trailers.						High				Low				
TRAINING:	Safe Pass		COMPANY Induction	X	Manual Handling	X	Site Inductions	X	Tool Box	X	CPC	X	Other	
CONTROL MEASURES														
<ul style="list-style-type: none"> • Ensure that trucks are only operated by licenced experienced operators • Ensure that trucks are properly maintained by qualified mechanics • Driver to carry out walk around checks daily. • Ensure that HGV is tested and certified and taxed • Ensure that people never stand under the raised body unless it is propped • Check area between artic unit and trailer keep people away. • Ensure that there is clear visibility all around the vehicle • Check for overhead cables and ground conditions before offloading • After tipping the load, ensure that the driver waits for the body to come back down before moving off • Ensure that the vehicle is used within design capacity only no over loading • Ensure that there is a breakdown triangle, first aid box and fire extinguisher in the cab • Ensure that the driver installs the tacograph/Drivers card daily • Ensure that passenger numbers do not exceed seat capacity • Ensure that at the end of the working day, the vehicle is securely parked, is locked and the keys secured elsewhere • Spotter to be used when reversing and off loading when vision is restricted 														
PERSONAL PROTECTIVE EQUIPMENT REQUIRED														
								Other	Permits					
Hi Vis Vest	Safety Boots	Safety Gloves	Face Shield/Masks	Eye Protection	Hearing Protection	Harness Protection	Hard Hats							
Mandatory on all Sites			As per job Requirements											
References:		General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021												









RA: 14 Refuse Trucks										Residual Risk L				
Task: Operating refuse trucks.										Date: May 2023				
WHO MAY BE HARMED														
Employees	X	Sub-contractors	X	General Public					X					
Contractors	X	Official Visitors		Plant Operators					X					
HAZARDS										Risk Ratings				
										Without Controls		With Controls		
<ul style="list-style-type: none"> Vehicles collision causing injury to personnel or damage to equipment Moving off before bin handlers are securely in position on standing platforms resulting in falls from heights / moving vehicle of bin handlers Reversing trucks with bin handlers standing on platforms resulting in serious injury to handlers if they accidentally fall or crush injury between truck and solid object Driving above 30kmph with bin handlers standing on back of trucks resulting in falls from moving vehicles and serious injury to bin handlers 										High		Low		
TRAINING:	Safe Pass		COMPANY Induction	X	Manual Handling	X	Site Inductions	X	Tool Box	X	CPC	X	Other	
CONTROL MEASURES														
<ul style="list-style-type: none"> Only qualified, trained and competent drivers are permitted to operate the refuse trucks. Copies of all licence to be held in the office. All refuse trucks are fitted with reversing beeper, overhead flashing lights, rear view mirrors and side mirrors. In addition rear standing platforms, hand hold points and warning devices are upgraded in line with I.S. EN 1501-1:1998 'Refuse Collection Vehicles and Their Associated Lifting Devices – General Requirements and Safety Requirements – Part 1: Rear-end Loaded Refuse Collection Vehicles. Truck drivers to adhere to the permitted speed limit & road rules when driving on the main roads, housing estates and commercial premises. When collecting rubbish in housing estates, before moving off each time to the next collection point, always ensure that the bin handlers are securely in position on their platforms at the back of the truck. When driving out on main roads between job locations ensure bin handlers are seated in the cab of the truck. Do not drive faster than 30kmph when bin handlers are on the rear platforms. In addition, warning devices are being installed on all refuse trucks to prevent trucks going faster than 30kmph with personnel on platforms. Do not reverse trucks with bin handlers standing on the rear platforms, warning devices are being installed to prevent this from occurring. Always drive with extra caution and watch out for pedestrians particularly in built up areas such as housing estates where small children are outside playing. Mobile phones are not permitted to be used when operating trucks. 														
PERSONAL PROTECTIVE EQUIPMENT REQUIRED														
								Other	Permits					
Hi Vis Vest	Safety Boots	Safety Gloves	Face Shield/Masks	Eye Protection	Hearing Protection	Harness Protection	Hard Hats							
Mandatory on all Sites				As per job Requirements										
References:	General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021													

RA: 15 Bin Handlers on rear or side of Trucks										Residual Risk L			
Task: Bin Handlers standing on platforms at the rear of refuse trucks										Date: May 2023			
WHO MAY BE HARMED													
Employees	X	Sub-contractors	X	General Public	X								
Contractors	X	Official Visitors		Plant Operators	X								
HAZARDS						Risk Ratings							
<ul style="list-style-type: none"> Getting up or down off platform while truck is moving resulting in falls and serious injury Stepping down off rear platform and being hit by passing motorists Falls from back of truck when traveling between pick up locations resulting in serious injury Getting trapped in moving components on the back of the truck resulting in serious crush or amputation injury Crush injury getting trapped between back of truck and solid object resulting in serious crush injury Extreme Weather Conditions 						Without Controls		With Controls					
						High		Low					
TRAINING:	Safe Pass	COMPANY Induction	X	Manual Handling	X	Site Inductions	X	Tool Box	X	In House Training	x	Other	
CONTROL MEASURES													
<ul style="list-style-type: none"> Bin handlers must always wear their safety boots, reflective vests or jackets and gloves when collecting and handling bins. When standing on the platforms at the back of the truck, ensure you hold on to the designated holding point with both hands. Do not jump on or off the standing platform on the truck when the truck is in motion, wait till the truck has stopped. Before getting down off the standing platform, always check and watch out for oncoming vehicles. Do not stand on the platform if the truck is going into reverse. When driving out on main roads between job locations you must be seated in the cab of the truck or at any other time when the truck going to go over 30kmph. Do not lean in over or place hands near the lifting components when traveling on the back of the trucks. In the event of emergency or problems with the lifting gear etc. when the truck is in motion, activate the emergency stop button located at both sides of the truck and on the lifts. Warning devices / safety sensors to be installed on the trucks to prevent reversing movement or forward movement above 30kmph(or as per Manufactures Instructions) with handlers on the rear platform. Do not disconnect or tamper with safety devices. Bin handlers must adhere to the written instruction for safe work off the back of the platforms at all times, a copy was provided to all personnel. Use of mobile phones and ear phones is strictly prohibited while working on the refuse collection trucks. All bin handlers are provided with wet weather gear to be worn when out on the trucks in rainy weather. Rubber soled steel toe capped boots are provided and must be worn at all times. In wet weather take care when stepping on and off the standing platform, ensure you have a good grip on the handles at all times. In summer months bin handlers must wear a top with sleeves (1/2 length or full length) under their hi-vis vest. Sun cream will also be provided for each truck and in the transfer station and should be worn by all bin handlers during summer months. In very harsh weather conditions remain in the cab of the truck as far as practical between bin collections. 													
PERSONAL PROTECTIVE EQUIPMENT REQUIRED													
								Other	Permits				
Hi Vis Vest	Safety Boots	Safety Gloves	Face Shield/Masks	Eye Protection	Hearing Protection	Harness Protection	Hard Hats						
Mandatory on all Sites				As per job Requirements									
References:		General Application Regs 2007 to 2021 SHAWW Act 2005											








RA: 16 Lifting gear on rear of Trucks										Residual Risk L				
Task: Operating lifting gear at the back of the refuse trucks										Date: May 2023				
WHO MAY BE HARMED														
Employees	X	Sub-contractors	X	General Public	X									
Contractors	X	Official Visitors		Plant Operators	X									
HAZARDS										Risk Ratings				
										Without Controls		With Controls		
<ul style="list-style-type: none"> Getting caught in moving parts, Loads falling from bins as they are raised or lowered, Bins falling when being lifted or lowered. Failure of equipment 										High		Low		
TRAINING:	Safe Pass		COMPANY	X	Manual Handling	X	Site Inductions	X	Tool Box	X	In House Training	X	Other	
CONTROL MEASURES														
<ul style="list-style-type: none"> Bin handlers to be trained in the safe and correct use of the lift gear on the back of the trucks prior to being allowed to operate it on their own and training records kept. Never lean into or put your hands or feet into the compaction equipment on the back of the refuse trucks or anywhere near the lifting gear in case you get caught in moving parts. When bin lift is lifting the bins, handlers should stand to the side of the truck and not directly behind the bins being lifted. Bin handlers should never stand under or walk under a load that is being lifted or lowered. Ensure bin is placed onto correct lifting point for lifting of the bin to empty waste. In the event of emergency with lifting gear or compaction equipment, activate the emergency stop buttons located either side of the compactor at the back of the truck. All lifting equipment to be inspected and certified every 12 months by a competent person. Inspect lifting equipment & accessories before use Lifting equipment must be properly attached to bin Must be secured during transport 														
PERSONAL PROTECTIVE EQUIPMENT REQUIRED														
								Other	Permits					
Hi Vis Vest	Safety Boots	Safety Gloves	Face Shield/Masks	Eye Protection	Hearing Protection	Harness Protection	Hard Hats							
Mandatory on all Sites				As per job Requirements										
References:		General Application Regs 2007 to 2021 SHAWW Act 2005												

RA: 17 Handling Contaminated Refuse										Residual Risk L				
Task: Handling Contaminated Refuse										Date: May 2023				
WHO MAY BE HARMED														
Employees	X	Sub-contractors	X	General Public					X					
Contractors	X	Official Visitors		Plant Operators					X					
HAZARDS										Risk Ratings				
										Without Controls		With Controls		
<ul style="list-style-type: none"> Risk of infection to employees of Tetanus, Weils disease Risk of Hep B or HIV infection from accidental contact with contaminated sharps eg: needle sticks, disposed in general household waste 										High		Low		
TRAINING:	Safe Pass		COMPANY Induction	X	Manual Handling	X	Site Inductions	X	Tool Box	X	In House Training	x	Other	
CONTROL MEASURES														
<ul style="list-style-type: none"> All employees have previously been offered the tetanus vaccine. In addition, all employees will be offered the Hep B vaccine as well as the Tetanus vaccine. Workers must always wear gloves when handling any type of rubbish either on the premises or out on the collection trucks. Workers must always wash their hands before eating, drinking or smoking. If you receive an accidental needle stick injury, immediately wash the affected area with lots of soap and water. Puncture wounds should be encouraged to bleed and following drying, iodine should be applied, if available. Remove the hazards so that other staff members will not suffer a similar injury eg: dispose of syringes into a sealed container. Inform either supervisor immediately and they will arrange for someone to accompany you to the local Doctor for any additional treatment that may be required. If any person gets bitten by a dog when out on the trucks then report to the office immediately where you will be taken to the doctor for treatment and vaccination if required. 														
PERSONAL PROTECTIVE EQUIPMENT REQUIRED														
								Other	Permits					
Hi Vis Vest	Safety Boots	Safety Gloves	Face Shield/Masks	Eye Protection	Hearing Protection	Harness Protection	Hard Hats							
Mandatory on all Sites			As per job Requirements											
References:		General Application Regs 2007 to 2021 SHAWW Act 2005												

RA: 18 Operating skip trucks										Residual Risk L				
Task: Operating skip trucks ie: hook loader for construction waste and glass. Artic - stroke injector for general waste / cardboard / paper / plastics skip lorries for general skips										Date: May 2023				
WHO MAY BE HARMED														
Employees	X	Sub-contractors	X	General Public				X						
Contractors	X	Official Visitors		Plant Operators				X						
HAZARDS								Risk Ratings						
								Without Controls		With Controls				
<ul style="list-style-type: none"> Not adhering to road rules resulting in vehicles collision causing injury to personnel or damage to equipment and other vehicles Loads uncovered in skips resulting in debris flying off during transport causing injury to pedestrians or damage to passing vehicles or vehicle collision Untrained drivers not securing skips correctly for transport resulting in skip sliding off lorry or overturning resulting in serious injury or vehicle collision Drivers or helpers climbing up on to the skips resulting in accidental falls from height and serious injury 								High		Low				
TRAINING:	Safe Pass		COMPANY Induction	X	Manual Handling	X	Site Inductions	X	Tool Box	X	In House Training	X	Other	
CONTROL MEASURES														
<ul style="list-style-type: none"> Only qualified, trained and competent drivers are permitted to operate the skip trucks. Drivers of the artic must hold their artic licence. Copies of all licences to be held in the office. Drivers and helpers must wear their high visibility vest at all times when exiting the truck and wear gloves when handling hooks and chains. All skip trucks are fitted with reversing beeper and overhead flashing lights operational during lifting and lowering of skips. Truck drivers to adhere to the permitted speed limit & road rules when driving on the main roads, housing estates, commercial premises and in other waste facilities. Always drive with extra caution and watch out for pedestrians particularly in built up areas such as housing estates where small children are outside playing. Mobile phones are not permitted to be used when driving trucks. Drivers to ensure that loads are covered during transport to prevent debris from falling out. On the small skips, covers are accessible from the ground before skips are raised. On the larger trucks, an automatic sheeting system is in place with controls at ground level. Never climb up on to the back of the skip. Where a skip has been over-filled by a customer, drivers to inform the office who in turn will liaise with the customer and inform them that the skip cannot be collected until the over-fill has been removed. Drivers are not to collect skips that have been over-filled. 														
PERSONAL PROTECTIVE EQUIPMENT REQUIRED														
								Other	Permits					
Hi Vis Vest	Safety Boots	Safety Gloves	Face Shield/Masks	Eye Protection	Hearing Protection	Harness Protection	Hard Hats							
Mandatory on all Sites			As per job Requirements											
References:		General Application Regs 2007 to 2021 SHAWW Act 2005												

RA: 19 Loading / Unloading Skips from Back of Skip Lorries										Residual Risk L									
Task: Loading / Unloading Skips from Back of Skip Lorries										Date: May 2023									
WHO MAY BE HARMED																			
Employees		X	Sub-contractors		X	General Public				X									
Contractors		X	Official Visitors			Plant Operators				X									
HAZARDS								Risk Ratings											
								Without Controls		With Controls									
<ul style="list-style-type: none"> Blocking access / egress or emergency access routes Hitting off low overhead lines resulting in electric shock Hitting off low overhanging branches causing branches to fall and injure personnel below, passing pedestrians or damage to passing vehicles Skip hitting of nearby personnel during lifting / lowering operations 								High		Low									
TRAINING:	Safe Pass		COMPANY	Induction	X	Manual	Handling	X	Site	Inductions	X	Tool	Box	X	In House	Training	X	Other	
CONTROL MEASURES																			
<ul style="list-style-type: none"> Prior to setting down a skip at a site be it commercial or domestic, liaise with the person who ordered the skip first to determine where they want the skip unloaded, visually inspect the area first to ensure there is enough room to safely unload the skip. Never unload a skip where it will block passing traffic, emergency exit routes or pedestrian footpaths, unless alternative arrangements have been made to ensure safe access / egress for vehicles and pedestrians. Always check overhead for any low overhead lines, do not unload skips under low overhead lines, liaise with the person who ordered to find an alternative set down area, if there is none available then bring the skip back to the transfer station and report the matter to the office. Always check for low hanging branches overhead, do not unload where there is a risk of hitting branches which may fall and injure passing pedestrians or hit passing traffic. All controls for skip lorries are operated from the control panel behind the cab of the lorry and away from the lift / lower zone of the skip. Drivers and their helpers to ensure no persons are standing in the vicinity of the skip during loading / unloading. Where visibility is poor driving out of a site or if reversing back to pick up the skip particularly in construction sites, request assistance to be directed out on to the road or back to the skip. Drivers and helpers required to enter construction sites will hold their Solas Safe Pass Card, copies to be maintained by Supervisor in his office. 																			
PERSONAL PROTECTIVE EQUIPMENT REQUIRED																			
								Other		Permits									
Hi Vis Vest	Safety Boots	Safety Gloves	Face Shield/Masks	Eye Protection	Hearing Protection	Harness Protection	Hard Hats												
Mandatory on all Sites				As per job Requirements															
References:		General Application Regs 2007 to 2021 SHAWW Act 2005																	

RA 20 RISK ASSESSMENT/ METHOD STATEMENT Skip Operations To include skip truck and Hook lorry												RESIDUAL RISK					L	
Task: Skip Operations. To include skip truck and Hook lorry.												Date: March 2023						
												Draft						
WHO MAY BE HARMED																		
Employees				Yes		Sub-contractors		Yes		General Public				Yes				
Contractors				Yes		Official Visitors		Yes		Plant Operators				Yes				
SIGNIFICANT RISKS										Risk Ratings								
										R With Controls								
H – High Risk			M – Medium Risk			L – Low Risk			I – Insignificant.			H	M	L	I	R		
Untrained Operators – risk of injury to operator and others.										H							L	
Failure to maintain, inspect and certify the truck.										H							L	
Runaway vehicle not properly parked or secured										H							L	
Failure to certify (GA 1) machine every 12 months / 6 months as per statutory requirements										H							L	
Failure to certify (GA 1) Lifting chains and accessories every 6 months as per statutory requirements																	L	
Excavations, unguarded edges, ground conditions / uneven ground.											M						L	
Risk of overturning where operator places jack legs/supports on manhole covers/or unstable ground.										H							L	
Being struck by a falling skip.										H								
Collision with pedestrians and / or with other vehicles										H							L	
Overloading unstable loads / unsecured loads in skips.										H							L	
All round vision not in place creating risk for driver and others.										H							L	
Failure to use 3 points of contact & risk of fall from height.										H							L	
Failure to carry out pre-start checks correctly and remedy defects.											M						L	
Risk of slips or falls while accessing the vehicle.																		
Failure to match your driving speed for suitability to ground & weather conditions.										H							L	
Risk of injury from vehicle attachments.											M						L	
Failure to wear seatbelt.										H							L	
Overhead powerlines and overhead obstacles.										H							L	
Noise & Vibration.											M						L	
Hydraulic leaks.										H							L	
Pumping of Tyres / Jump Starting										H							L	
Refuelling the vehicle.											M						L	
Reversing near people / persons not wearing clean high vis clothing.										H							L	
Failure to follow company policies / site rules.											M						L	
Parking / Shutdown safely.										H							L	
Inadequate PPE being worn.											M						L	
Fire.											M						L	
Risk to children travelling in vehicles & on sites.										H							L	
Risk to driver / maintenance operative during repairs & maintenance.										H							L	
Manual Handling											M						L	
Risk of injury when offloading skips.										H							L	
Training Required:	Safe Pass	X	Company Induction	X	Manual Handling	X	Site Induction	X	Toolbox Talks	X	Machine Training	X	Other					

PERSONAL PROTECTIVE EQUIPMENT REQUIRED									
									Permit To Work
Full Hi Vis	Safety Boots	Safety Helmet	Safety Glasses Goggles	Safety Gloves	Hearing Protection	Harness Lanyard	Face Shield	Dust Masks	
Yes	Yes	Yes	As Required	Yes	As Required	As Required	As Required	As Required	As Required
References:	Safety Health and Welfare at Work, General Applications Regulations 2007 to 2021 SHAWW Act 2005, Construction Regulations 2013 to 2021, Operators Manual Code of Practice for Avoiding Danger from Overhead Electricity Lines /Underground Services								

Control Measures (Delivery Concrete Blocks including products handled by Skip Loader Truck)

- Only trained and competent persons may operate Skip loader Truck /hook lorry. Operators must use Skip Loader Truck safely as per training and instruction received. You must familiarise yourself with the operators manual for each machine and seek clarification from the vehicle owner if you have any queries.
- The drivers / operators are responsible for carrying out a pre-start documented inspection of their vehicle, to ensure that all lights, horns, brakes, reversing camera, mirrors, hydraulic leaks, emergency stops, warning devices and control devices are in place and are working correctly and that the machine's tyres and wheels are in a satisfactory condition. When checking for hydraulic leaks, never use your bare hand. All faults must be addressed immediately.
- Vision - As a minimum, vehicles should be fitted with mirrors to provide the maximum all round vision, including kerbside and front (fisheye or Cyclops) mirrors. Wide angle and close proximity mirrors should be provided. When fitting reversing alarms, the wide band low frequency type is recommended as they minimise nuisance noise emissions. The installation of reversing cameras is best practice and is strongly recommended to deal with vehicle-driver blind spots.
- Drivers must be able to see all points 1metre up and 1 metre out from the vehicle (1 metre rule) with the use of visibility aids and looking around. Ensure your mirrors are adjusted correctly, windows clean and reversing camera clean and working.
- When travelling, ensure that any attachment used with the Skip Loader/hook lorry is correctly located and secured in the safest practicable position i.e. The travelling position. Also ensure the load is secured appropriately.
- Drivers must have the appropriate HGV licence and have completed their CPC courses as per RSA & Garda requirements.
- Under no circumstances is the Skip Loader to be used for lifting personnel.
- Ensure all chains and lifting accessories are inspected prior to use. Safety chains must be used.
- Ensure Hook lorry and skip lorry is checked prior to use, report all faults to your supervisor.
- It is the responsibility of the driver to ensure that the vehicle and the skip is not overloaded. Do not lift an over loaded skip.
- Risk assessment / walk the area when working on slopes particularly in frosty or poor weather conditions. Avoid turning at speed, turning on a slope, driving over uneven ground or speeding when driving across a slope.
- Driver must secure the works area to prevent inadvertent intrusion by pedestrians or vehicles and to minimise risk when loading and offloading skips.
- The Skip loader must be operated with great care at all times, with the driver paying heed to the position of stationary objects, moving vehicles and pedestrians. Beware of obstacles protruding overhead or from the side of structures.
- The Skip loader/Hook lorry must only be driven in the transport position.
- If you are operating the truck and you are not in possession of a hands-free unit, you may not make or take a call until you have safely parked the vehicle with the handbrake engaged.
- When parking a vehicle, the keys must be removed, the brake applied, cab locked, the vehicle left on a flat surface. Avoid blocking exits, doorways etc. Vehicles must not be left running whilst unattended. Choc wheels when required
- Drivers must exercise caution when driving around corners and reversing into sheds.
- Skip loader/Hook loader must not be raised over personnel.
- Do not operate in blind spots where vision is poor, always look for a spotter to keep persons clear of the lifting operation. The spotter must be supplied by the site / contractor.

- Do not walk under or work under raised loads or unsupported raised attachments.
- Operatives working in the vicinity of the machine must wear high visibility clothing.
- Employees and others on foot have a responsibility to ensure that they keep clear of the machines or to make sure the driver is aware of their presence. Skip loader/Hook loaders drivers must acknowledge that they see pedestrians by using hand signals.
- Seatbelts must be worn at all times.
- No children are permitted in vehicles at company locations or at customer sites.
- Operators must match vehicle speed to suitability of ground and weather conditions so as to always maintain control of the vehicle.
- Drivers must face the vehicle with 3 points of contact while ascending and descending the vehicle. Hand and foot holds are provided to allow safe descent from and climbing onto the vehicle. These must be maintained. Boots and ladders / steps must be maintained in a clean condition.
- Modern machine cabs are well insulated and vibration-damped to minimise the effects of noise and vibration. Hearing protection is provided for operators where necessary.
- Working at heights can be a dangerous task - care to be taken. Seek assistance where required.
- Vehicles are suitably maintained, inspected and certified (GA 1) annually (or as per BS 7121 every 6 months where Skip Loader Trucks are 8 years old or more), and serviced at appropriate intervals by competent persons.
- GA2 to be completed on weekly basis.
- Skips must be covered so that material inside does not fall out onto the road, or onto people or vehicles, while being lifted on or off the vehicle or transported.
- Skips must not be overloaded or exceed the safe load capacity of the skip lorry.
- Fire extinguisher must be available on the vehicle.
- Comply with Legislative Regulations, Training courses, Safety Inductions, and SOP's such as Quarry Vehicle and Traffic Rules, Safe use of Mobile Phones and Personal Protective Equipment.
- Comply with Code of Practice for Operators of Quarry Delivery Vehicles.
- Delivery drivers must operate in accordance with; SOP.
- Driver training to include inspect the skip lorry, the lifting mechanism and waste skips, safe systems of work for the skip lorry, use of personal protective equipment.
- SOP for collecting and delivering skips safely, for using hoists or lifters,

Delivery/ Collection

Note: Covers must be fitted on all skips.

The driver must ensure that

- the appropriate PPE is worn;
- The load is uniformly distributed. If it is not, this may result in instability and/or axles being overloaded
- Load is secured in the skip
- Skip is properly secured to the lorry.
- Ensure chains and loader is inspected prior to use.
- When the loading is complete, the hoist is stowed safely and the load and skip is checked to ensure it is secured.
- Under no circumstances is the skip hoist to be used for lifting personnel.
- The vehicle is never moved with the skip in the raised or unsecured position.

Loading/ Offloading

The driver must ensure that:

- The appropriate PPE is worn;
- The site traffic management system is observed;
- He/she checks with the Site Manager or Supervisor and obtains clear instructions on the exact location where the skips should be placed;

- Skips are not offloaded where it may cause a hazard to road users or the general public.
- A skip is not left on unstable ground.
- The skip is not lifted over people;
- Check for overhead power cables in the loading / unloading area. Under no circumstances should the crane be raised under overhead lines and safe distances must be maintained. A hazard zone is a lateral area near an overhead electricity line and plant and machinery must comply with the minimum safe distances of 6 metres for low voltage (10kV, 20kV, 38kV) and 10 metres for 110kV and above. The ESB emergency number is 1800 372 999.
- If working on or near a public road, members of the public and traffic lanes are adequately protected by the contractor. A visual check is carried out to establish suitability for Loading/unloading;
- The vehicle is positioned as close as possible to where the skips are to be offloaded.
- There are no personnel within the working area of the skip hoist. If necessary, seek assistance from the Site Manager or Supervisor;
- When the offloading is complete, the skip hoist is stowed safely, as per manufactures instructions.









RA: 21 Loading/Unloading Trucks at Transfer Station or Sites										Residual Risk L				
Task: Unloading of skip trucks Unloading of bin Lorries Unloading of Artic Stroke Injection Trailers										Date: May 2023				
WHO MAY BE HARMED														
Employees	X	Sub-contractors	X	General Public		X								
Contractors	X	Official Visitors		Plant Operators		X								
HAZARDS							Risk Ratings							
							Without Controls			With Controls				
<ul style="list-style-type: none"> ➤ Hitting personnel when reversing onto weighbridge and into waste shed ➤ Accidentally tipping onto personnel resulting in serious injury to personnel ➤ Failure of holding points during tipping causing skip to swing resulting in serious injury to personnel ➤ Failure of chains during lifting / lowering operations resulting in serious injury to personnel ➤ Accidentally hitting / crushing personnel when reversing onto loading bay ➤ Overloading of trailer resulting in excess weight on vehicles – dangerous driving conditions ➤ Debris flying off back of trailer during transport causing damage to vehicles or collision out on the main road ➤ Crush injury to personnel during Loading/unloading operations 							High			Low				
TRAINING:	Safe Pass		COMPANY Induction	X	Manual Handling	X	Site Inductions	X	Tool Box	X	In House Training	X	Other	
CONTROL MEASURES														
<ul style="list-style-type: none"> • Drivers must take care getting in and out of trucks and always enter and exit truck cabs using the designated steps and hand hold points. • Drivers are not permitted to operate mobile phones while driving. • Drivers are required to adhere to all road safety rules ie: speed limits, wearing of seatbelts, operational front & rear lights etc. • Drivers are responsible for complying with site safety rules at Client premises. • Drivers are only permitted to park in designated areas on Clients premises or in towns that do not obstruct road traffic, do not pose risk to pedestrians or cyclists and do not obstruct emergency entry / exit points. • All drivers have received training in the Company's 'Safe Operating Procedure for Truck Drivers'. • All lorries reverse back onto weighbridge, reversing sirens and overhead flashing beacon are in place on all trucks. • Once weighed, lorries reverse back into waste shed and are guided by the shed operative. • Operative to stand to the side of the lorry at all times to remain in the drivers line of vision. • Once in position in the shed, driver and assistant remain in lorry, shed operative activates tipping controls at the back of the lorry and ensures there are no personnel standing in the unloading zone. • Once unloading is finished, driver then exits the waste shed and station, keeping alert for moving machinery and pedestrians in the station. 														
Skip Trucks														
<ul style="list-style-type: none"> • All trucks reverse back onto weighbridge, reversing sirens and overhead flashing beacon are in place on all trucks. • Prior to reversing back into waste shed, driver lowers skip from back of truck to ground to remove cover which is accessible from the ground once the skip is lowered. • Controls for lifting / lowering are at the back of the cab which required two hand operation by the driver. • Driver and shed operative to ensure personnel are standing clear during lifting and lowering of skip. • All skip trucks reverse back onto weighbridge, reversing sirens and overhead flashing beacon are in place on all trucks. • Prior to reversing back into waste shed, driver lowers skip from back of truck to ground to remove cover which is accessible from the ground once the skip is lowered. Controls for lifting / lowering are at the back of the cab which required two hand operation by the driver. • Driver and shed operative to ensure personnel are standing clear during lifting and lowering of skip. • Once uncovered skip is lifted back up into position and the 2 chains at the back are hooked on to hold the bin underneath during tipping. • Automated safety features are in place to ensure that if hooks are not in place that the bin will not tip. 														









- Shed operative then guides the truck back into the waste shed, operative to stand to the side of the lorry at all times to remain in the drivers line of vision.
- Once in position, the shed operative stands clear and tipping controls are operated by the driver from within the cab of the truck.
- All chains and shackles on the trucks are currently certified with the inspection and certification contractor retained to carry out six monthly inspections.
- In the interim drivers are responsible for reporting any faulty equipment to the Facilities Mgr for immediate repair. Damaged equipment must be taken out of service until repaired. Designated loading bay with separate entry / exit point for the artic / stroke injectors.
- Personnel are not permitted in loading bay either during reversing operations or while truck is parked in loading bay.









Artic / stroke injectors









- Artic / stroke injectors are fitted with reversing siren.
- General waste is the heaviest material carried, trailer is only filled to the $\frac{3}{4}$ point mark at all times so as not to exceed weight limits.
- Loader operatives are aware of fill capacities for general waste / cardboard / plastics and must not fill beyond capacity.
- Truck driver is responsible for checking load levels prior to exiting the loading bay to ensure trailer has not been overfilled. If so then excess load must be taken out.
- Prior to traveling out on to the main road, driver is responsible for ensuring sheeting system is in place to cover the load. Automatic sheeting system is in place with controls accessible from ground level behind the cab of the truck.
- Unloading of truck at waste facility in Dublin is carried out with driver remaining in cab of truck, controls operational from cab.
- Trailer remains on the level with internal back wall in trailer pushing the waste or recyclables out the back of the trailer.
- Truck driver and operative at unloading facility to ensure no personnel are standing behind the truck during unloading.









PERSONAL PROTECTIVE EQUIPMENT REQUIRED

								Other	Permits
Hi Vis Vest	Safety Boots	Safety Gloves	Face Shield/ Masks	Eye Protection	Hearing Protection	Harness Protection	Hard Hats		
Mandatory on all Sites			As per job Requirements						
References:	General Application Regs 2007 to 2021 SHAWW Act 2005								

RA:22 Vehicle Access / Egress to Transfer Station										Residual Risk L		
Task Vehicle Access Pedestrian Access / Egress to Transfer Station Staff Parking on Main Road										Date: May 2023		
WHO MAY BE HARMED												
Employees	X	Sub-contractors	X	General Public	X							
Contractors	X	Official Visitors		Plant Operators	X							
HAZARDS					Risk Ratings							
					Without Controls	With Controls						
<ul style="list-style-type: none"> Collision between trucks pulling out on to road and passing motorists / cyclists / pedestrians and trucks or pedestrians already in the yard Unauthorised access to transfer station after hours resulting in theft or damage to equipment Customers or staff in station accidentally being hit by moving vehicles Customers unsure of where to go on entry and entering unauthorized areas resulting in injury to themselves Cars obstructing safe turning zone for trucks Cars obstructing waiting bay for trucks causing trucks to back up on main road, potential vehicle collision 					High	Low						
TRAINING:	Safe Pass	COMPANY Induction	X	Manual Handling	X	Site Inductions	X	Tool Box	X	In House Training	X	Other
CONTROL MEASURES												
<ul style="list-style-type: none"> There is only one entry / exit point to the transfer station and it is set slightly back from the road therefore allowing good visibility for drivers to the left and right on exit. On exit, all truck drivers proceed with caution and give way to passing motorists / pedestrians / cyclists. Truck drivers slow down on approach to the transfer station, wide entry allows drivers to see if trucks are already in yard on weighbridge. If so, drivers pull in and wait for truck to move off weighbridge. While waiting, truck drivers are not permitted to park in the middle of the road but must pull in to the side to allow motorists to pass. Truck drivers to be alert for pedestrians and other moving vehicles when driving or reversing into the yard. The station is protected to the front by large steel gates approx 2 ½ m high and perimeter concrete base wall with solid steel fencing on top of same height. Signage is displayed on gates to warn of no unauthorized entry. All staff and truck drivers are required to wear high visibility vests at all times in the Station. Staff to be alert for moving vehicles and machinery at all times and always give way to them. Staff are not permitted to walk behind any vehicle without first getting the attention of the driver /operator to let them know. The transfer station is not a customer waste drop off facility however, from time to time customers do call in. Customers are not permitted to enter the Waste Shed. New signage to be displayed on entry to remind drivers and staff that high vis vest must be worn at all times. Staff are only permitted to park to the left on approach to the Station from Carlow side. Parking is only permitted in close to the ditch where the road widens out slightly so that other motorists can safely pass. Parking is only permitted up as far as the point where the entry into the Station starts to widen in order to allow safe turning in and out of the Station for trucks. If there is no space left in the above park area, staff to park down at the house / garage where there is plenty of room in the front yard for safe parking off the road. 												
PERSONAL PROTECTIVE EQUIPMENT REQUIRED												
								Other	Permits			
Hi Vis Vest	Safety Boots	Safety Gloves	Face Shield/Masks	Eye Protection	Hearing Protection	Harness Protection	Hard Hats					
Mandatory on all Sites				As per job Requirements								
References:		General Application Regs 2007 to 2021 SHAWW Act 2005										

RA:23 Traffic Management in the Transfer Station										Residual Risk L																	
Task Vehicle Access Pedestrian Access / Egress to Transfer Station Staff Parking on Main Road										Date: May 2023																	
WHO MAY BE HARMED																											
Employees		X		Sub-contractors		X		General Public		X																	
Contractors		X		Official Visitors				Plant Operators		X																	
HAZARDS										Risk Ratings																	
										Without Controls		With Controls															
<ul style="list-style-type: none"> Overcrowding of vehicles in station and shed resulting in collision and injury to personnel or damage to vehicles No proper system in place for incoming / outgoing vehicles resulting in back-up of vehicles onto the main road, potential for vehicle collision with passing motorists and obstruction of road 										High		Low															
TRAINING:		Safe Pass		COMPANY Induction		X		Manual Handling		X		Site Inductions		X		Tool Box		X		In House Training		X		Other			
CONTROL MEASURES																											
<ul style="list-style-type: none"> There is only one entry / exit point to the transfer station and it is set slightly back from the road therefore allowing all skip lorries operating from the transfer station are given their pick up times by the Facilities Mgr. All bin lorries operate from the transfer station and work off scheduled and set routes and times. The scheduling of bin lorries, skip trucks and artic trailers to the transfer station is coordinated by the Facilities Mgr to ensure that all arrivals are at staggered times to prevent overcrowding and queuing in the facility. Schedules are coordinated to ensure that as far as possible there is never more than one truck waiting to come into the station at any time, the waiting truck pulls into the waiting bay just outside the main entry while waiting for the truck in the station to empty and leave. Also refer to control measures listed above for vehicle and pedestrian access / egress as well as staff parking. Formal traffic management plan to be drawn up once new facility is operational. Also note control measures listed previously re: traffic mgt signage, pedestrian access routes, designated parking. Children to remain in vehicles Customers to report to a member of staff Customer only to enter sheds under instruction from a member of staff Waste to be offloaded under supervision 																											
PERSONAL PROTECTIVE EQUIPMENT REQUIRED																											
																Other		Permits									
Hi Vis Vest		Safety Boots		Safety Gloves		Face Shield/Masks		Eye Protection		Hearing Protection		Harness Protection		Hard Hats													
Mandatory on all Sites										As per job Requirements																	
References:		General Application Regs 2007 to 2021 SHAWW Act 2005																									

RA: 24 Cleaning Vehicle										Residual Risk L									
Task: All operations where plant is moved from site to site or from the compound to site.										Date: May 2023									
WHO MAY BE HARMED																			
Employees		X		Sub-contractors		X		General Public		X									
Contractors		X		Official Visitors		X		Plant Operators		X									
HAZARDS						Risk Ratings													
<ul style="list-style-type: none"> Falls, Slips trips Fire Collisions Noise Dust Injury from vehicle movements 						Without Controls				With Controls									
						High				Low									
						High				Low									
						High				Low									
						Med				Low									
						High				Low									
Training:						Safe Pass		COMPANY Induction		X		Manual Handling							
X		Site Induction		X		Tool Box Talks		X		In House Training		X							
Other																			
CONTROL MEASURES																			
Planning: <ul style="list-style-type: none"> Ensure limited vehicular movement in the vicinity of the wash area Physical controls / procedures: <ul style="list-style-type: none"> If using hot pressure cleaner ensure all necessary precautions are taken. No flammables in the vicinity of the washer. Follow operation procedure for vacuum cleaners and hi pressure washers. Regular maintenance of workplace, housekeeping, equipment inspection. Access egress routes to be kept clear. All areas must be left in a reasonable practicable safe condition. Report faults with the cleaning equipment immediately and fixed Clean down wash area after use Managerial/ Supervisory: <ul style="list-style-type: none"> Supervisors will monitor to include initial checks to ensure safe systems of work are in place before work begins, and that areas are left safe at the end of each work period. Regular liaison will take place with Safety Officer to co-ordinate work and eliminate hazards. SDS sheets to be available for any chemicals used for cleaning Training: <ul style="list-style-type: none"> All staff trained in cleaning procedure for buses both internally and externally. 																			
PERSONAL PROTECTIVE EQUIPMENT REQUIRED																			
																Other		Permits	
Hi Vis Vest		Safety Boots		Hard Hats		Safety Gloves		Hearing Protection		Eye Protection		Harness Protection		Face Shield/Masks					
Mandatory on all Sites						As per job Requirements													
References:				General Application Regs 2007 to 2021 SHAWW Act 2005 Construction Regulations 2013 to 2021 RSA Website															

RA: 25 Road Sweeping											Residual Risk L	
Task: All operations with using a road sweeper in conjunction with road works coming into contact with traffic. Most of the time this task is on site											Date: May 2023	
WHO MAY BE HARMED												
Employees	X	Sub-contractors	X	General Public	X							
Contractors	X	Official Visitors	X	Plant Operators	X							
HAZARDS				Risk Ratings								
				Without Controls	With Controls							
<ul style="list-style-type: none"> Hazardous Substances Noise Fire Manual Handling Dust Entrapment under raised body Electrocuted when tipping Machine turning over when tipping Back door not secure / loosing load. Lacerations, bruises, fractures, head injury, back injury, internal injury, death, property damage/moving parts Drivers vision blocked / left hand drive 				High	Low							
				High	Low							
				High	Low							
				High	Low							
				High	Low							
				High	Low							
				High	Low							
				High	Low							
				High	Low							
				High	Low							
Training:	Safe Pass	Company Induction	X	Manual Handling	X	Site Induction	X	Tool Box Talks	X	In House Training	X	Other
CONTROL MEASURES												
<ul style="list-style-type: none"> Inspect the machine and ensure it is in proper working condition with all necessary guards in place and correctly adjusted. Ensure GA1 is carried out annually on the machine Ensure Daily checks are completed on the machine. PPE & High Visibility to be worn by all drivers of sweepers and operatives within the vicinity. Licensed driver with a safety awareness course only, to operate the sweeper. Mechanical Sweeper sprays shall minimise dust generation where possible. Signage by main contractor shall be in place in accordance to Chapter 8 for Semi-Static road works or single vehicle closure. Auxiliary devices e.g. flashing beacons, reversing camera & convex mirrors to be in place. Drivers to park in a safe place when not in operation Body prop to be in good order. Sweepings must be stored in a designated area as per Manager/Supervisors instructions. Take extra care on uneven and/or sloping ground especially when crossing gradients. Machine not to be left unattended with engine running. No persons to stand within the standing area of the machine. Always ensure that machinery is not moving and is safe before attempting any adjustment or clearing of moving parts Ensure back door is fully locked before moving off 												
PERSONAL PROTECTIVE EQUIPMENT REQUIRED												
								Other Permits				
Hi Vis Vest	Safety Boots	Hard Hats	Safety Gloves	Hearing Protection	Eye Protection	Harness Protection	Face Shield/Masks					
Mandatory on All Sites			As per job Requirements									
References:			General Application Regs 2007 and as amended 2016 SHAWW Act 2005 Construction Regulations 2013 to 2021									

RA: 26 Litter picking												Residual Risk L		
<ul style="list-style-type: none"> Task: Carrying out Litter Picking on roads This Safe Working Procedure provides guidance for Litter Picking. 												Date: May 2023		
WHO MAY BE HARMED														
Employees		X	Sub-contractors		X	General Public		X						
Contractors		X	Official Visitors		X	Plant Operators		X						
HAZARDS						Risk Ratings								
						Without Controls		With Controls						
<ul style="list-style-type: none"> Hazardous Substances/Waste Manual Handling Dust Drivers vision blocked / left hand drive Struck by Passing Vehicles. Stepping out on to live traffic 						High		Low						
						High		Low						
						High		Low						
						High		Low						
						High		Low						
High						Low		Low						
Training:	Safe Pass		Company Induction	X	Manual Handling	X	Site Induction	X	Tool Box Talks	X	In House Training	X	Other	
CONTROL MEASURES														
<p>Definitions and Responsibilities</p> <ul style="list-style-type: none"> SSWP must be completed before work commences. The Supervisor is responsible for planning the work, preparing the appropriate H&S information and generating the necessary Permit to Work. Ensuring suitably trained and competent personnel are allocated to a task and that the necessary briefings have been completed. <p>Planning</p> <ul style="list-style-type: none"> Litter picking works can be carried out at a variety of different locations around the premises Where possible Temporary TM should be put into place to allow litter clearance works to take place. TM checks must be made to ensure the works do not conflict and all personnel are aware that litter picking is in progress. Prior to works commencing the supervisor must ensure the appropriate Traffic Management or a vehicle has been put in place to allow the works to be completed. Prior to leaving the depot ensure you have the Bin Bag Hoop, Litter picker / pick-up tool and sufficient bin bags to complete the works. Inspect the works area to identify any hazards which need addressing prior to the works, including: the requirement for temporary lighting and clearance of excessive vegetation. Where possible work towards oncoming traffic. Pick the litter using the litter picker / pick up tool and place directly into the bag, swap the use of hands regularly, take regular breaks from the works. Once the bag is sufficiently full (do not over fill) tie the top of the bag to contain the litter and place in the vehicle as soon as possible. Whilst carrying out the works it is likely you will discover human / animal wastes. These should be handled with the litter picker / pick-up tool and placed directly into the bin bag. Gloves should be worn at all times when handling the wastes, any splashes should be washed off immediately and contaminated clothing washed or destroyed. Whilst carrying out the works it is possible you may discover Sharps (Needles), on discovery. If safe to do so individual sharps can be removed provided the person removing it is trained and competent to do so. The sharp should be handled with the litter picker / pick up tool and placed directly into a Sharp bin / container, Specialist Sharp gloves should be worn whilst completing the works. Should there be a number of Sharps or any doubt the person discovering the Sharps should make others aware, cordon off the area and then contact the supervisor who will arrange for specialist subcontracts to attend and remove the Sharps. Whilst carrying out the works it is possible you may discover hazardous, chemical or unidentified wastes. On discovery contact the EPA, make others aware and cordon off the area. The EPA will arrange for specialist subcontracts to attend site and deal with the wastes as required. These should be treated with extreme caution and not touched until the waste type / control measures for handling and disposal are determined (in accordance with Procedures Control of Substances Hazardous to Health (COSHH) and Environmental Management). 														

- When the works are complete the waste shall be disposed of at a licenced tip or in the general waste skip in a depot (in accordance with Procedure Environmental Management).

Do's and Don'ts

- Don't start the works until the Temporary TM has been installed and agreed (if required).
- Do utilise Temporary TM in place for other works where possible.
- Do works towards oncoming traffic where possible.
- Don't carry out works in poor visibility.
- Do ensure there is adequate lighting to complete the works (either natural light or task lighting when required).
- Do check your PPE (including footwear) is in good condition prior to starting works.
- Don't carry out works in areas with excessive vegetation.
- Do remain aware and vigilant to the surroundings and potential hazards.
- Do use a Bin Bag Hoop and Litter Picker / Pick-up Tool.
- Do alternate the use of hands for carrying out the works (Bag holder / Litter Picker).
- Do take regular breaks.
- Don't overfill the bin bag.
- Do tie the bag once full and place in a sheltered position on the verge.
- Don't handle sharps unless trained and competent to do so, you have a Sharps box; you have Sharps gloves and can lift a single Sharp using the litter picking tool.
- Don't attempt to remove the Sharps if there's more than one or if there is any doubt.
- Do report any Sharps to the EPA cordon off the area and make others aware.
- Do place Sharps directly into the Sharps box.
- Don't handle any wastes with bare hands.
- Do ensure adequate welfare facilities with washing facilities are available
- Do wash or dispose of any contaminated clothing.
- Don't handle any unidentified wastes.
- Do report any hazardous, chemical or unknown wastes to the NCC, cordon off the area and make others aware.
- Do ensure all wastes are removed to a licensed tip or placed in the general waste skip within the depot.
- Hi Vis Clothing to be used at all times top and bottoms.

PERSONAL PROTECTIVE EQUIPMENT REQUIRED

								Other Permits
Hi Vis Vest	Safety Boots	Hard Hats	Safety Gloves	Hearing Protection	Eye Protection	Harness Protection	Face Shield/Masks	

Mandatory on All Sites

As per job Requirements

References:

General Application Regs 2007 and as amended 2016
 SHAWW Act 2005
 Construction Regulations 2013 to 2021
 Control of Biological Hazards
 Plant, Tools & Equipment
 PPE
 Temporary Traffic Management
 Training, Awareness & Competence
 Environmental Management

**SAFETY STATEMENT/RISK ASSESSMENT
EMPLOYEE SIGN OFF SHEET**

In signing this document, I the employee accept that this document has been communicated and explained to me and I have had the opportunity to study and understand the hazards specific to this project, and agree to comply with all control measures

All COMPANY employees **must** sign this form before they commence work on this site.

Location:		
Employee Name (Block Capitals)	Employee Name (Signature)	Date

Note: A copy of this form must be returned to Head Office for the attention of management