

## RISK ASSESSMENT

Assessment Title:	<b>Low Loader Loading &amp; Unloading</b>	Reference Number:	OPRA006.01
		Company Name:	Oakbank Plant Hire Ltd
		Department / Location:	Oakbank Plant Hire Ltd

### Risk Assessment Matrix

Risk Ratings Highlighted in 'Orange' are to be discussed– potential improvements. Risk Ratings Highlighted in 'Red' need immediate action.

Risk = Likelihood x Consequence (Multiply 'X' axis by 'Y' axis)		Consequence (Y)	Catastrophic (5)	5	10	15	20	25
1 – 4	Acceptable		Major (4)	4	8	12	16	20
5 – 9	Adequate		Moderate (3)	3	6	9	12	15
10 – 15	Tolerable		Minor (2)	2	4	6	8	10
16 – 25	Unacceptable		Insignificant (1)	1	2	3	4	5
			Remote (1)	Unlikely (2)	Possible (3)	Probable (4)	Certain (5)	
			Likelihood (X)					

Any queries arising from this risk assessment shall be addressed immediately with Line Management / Health & Safety Manager

Hazard(s)	Risks of Harm	Persons at Risk	Risk Rating(s)			Existing Control Measures	Residual Risk Rating(s)		
	<i>Related to hazard identified</i>	<i>Persons at risk from identified hazards</i>	X	Y	R	<i>Existing controls measures implemented when carrying out task or using associated plant / tooling</i>	X	Y	R
Loading & Unloading Operations	Struck or crushed by objects, materials or equipment being loaded / unloaded	Drivers, plant operators & those in the vicinity of loading / unloading operations	3	4	12	<ul style="list-style-type: none"> <li>Clear area to be maintained around loading and unloading operations, including the rear ramps when they are raised and lowered.</li> <li>Ramps to be raised / lowered from a safe position – no person to be in the direct vicinity.</li> <li>Ramps to be adequately secured when not in use (when raised and during travel)</li> <li>Any persons assisting in the task must be in a safe position; this area must be restricted to all other persons.</li> <li>All bystanders to be informed about safe areas and procedures to follow.</li> <li>Load and unload area to be segregated.</li> <li>Only trained operators to use loading / unloading equipment or carry out loading / unloading tasks.</li> <li>Driver to remain in cab or designated safe area whilst vehicle is being loaded / unloaded.</li> <li>All operations to be planned and performed at a safe speed.</li> </ul>	2	3	6
Securing the Load	Struck or crushed by objects, materials or equipment being loaded	Drivers, plant operators & those in the vicinity of loading operations	4	5	20	<ul style="list-style-type: none"> <li>Vehicle weight and size must be capable of safely securing / supporting the weight.</li> <li>The load needs to be secured and arranged so that it cannot move or fall from the vehicle during transit.</li> <li>If over-hang cannot be avoided, it must be kept to a minimum. The over-hanging part of the load must be clearly marked.</li> <li>Some goods are difficult to secure during transport, information relating to loads to be exchanged in advance so safe loading procedures can be established.</li> <li>Visual inspection to undertaken once the load has been secured</li> </ul>	3	4	12
Un- Securing the Load	Struck or crushed by objects, materials or equipment being unloaded	Drivers, plant operators & those in the vicinity of unloading operations	4	5	20	<ul style="list-style-type: none"> <li>Visually check the load and ensure transit has not compromised unsecure / unload safety.</li> <li>Ensure the load is secure and will not fall etc. before un-securing.</li> <li>Un-securing should be carried out in stages, with the stability of the load continually monitored.</li> </ul>	3	4	12

Hazard(s)	Risks of Harm	Persons at Risk	Risk Rating(s)			Existing Control Measures	Residual Risk Rating(s)		
	<i>Related to hazard identified</i>	<i>Persons at risk from identified hazards</i>	X	Y	R	<i>Existing controls measures implemented when carrying out task or using associated plant / tooling</i>	X	Y	R
Workplace Transport (HGV / Plant movements including loading / unloading)	Collisions with persons, vehicles / plant or structures	Site operatives, contractor, visitors or any persons in the vicinity	4	4	16	<ul style="list-style-type: none"> <li>• Access areas and designated loading and unloading points to be discussed with drivers prior to and upon arrival to the site.</li> <li>• Plant movements within the areas around loading / unloading or maintenance to be temporarily restricted to reduce the risk of collisions.</li> <li>• Loading / Unloading or maintenance of the Low Loader to be suspended where there is a requirement for persons to enter the work area.</li> <li>• Access to vehicles and plant to be restricted to competent authorised persons only.</li> <li>• Drivers to be made aware of the safe operating limitations of their vehicle, particularly, relating to safe maximum loads and gradients.</li> <li>• Pre-use visual inspections to be carried out on any plant being operated to load, attention to be given to braking system, steering lighting, mirrors, cab controls and any other safety features i.e. flashing beacons &amp; reversing alarms.</li> <li>• Drivers are encouraged to report defects or problems, any reported problems will be rectified quickly and if they are safety critical, the machine should be taken out of use until they are repaired.</li> <li>• On site plant to be operated within site speed limits, speed of travel should always be adjusted to suit the terrain and the prevailing weather.</li> <li>• Vehicle must not be driven if the drivers' abilities are impaired by ill health, poor vision, prescribed drugs or illegal drugs, or alcohol.</li> <li>• Hi – visibility clothing to be worn by all operatives in the general vicinity of screening operations.</li> </ul>	2	4	8

Hazard(s)	Risks of Harm	Persons at Risk	Risk Rating(s)			Existing Control Measures	Residual Risk Rating(s)		
	<i>Related to hazard identified</i>	<i>Persons at risk from identified hazards</i>	X	Y	R	<i>Existing controls measures implemented when carrying out task or using associated plant / tooling</i>	X	Y	R
Work at Height	Falls leading to personal injury	Any persons accessing the bed to move / re-arrange cargo	3	4	12	<ul style="list-style-type: none"> <li>If not possible to work from ground level; only access the vehicle bed using the steps &amp; grab handles provided.</li> <li>Where possible loading / unloading work to be arranged so as to prevent any actions involving persons on the lorry deck</li> <li>Loose equipment to be arranged suitably on pallets or stillages before loading.</li> <li>Components to be secured by banding, chains or strapping at ground level where possible.</li> <li>Wherever possible mechanical methods should be used to re-arrange any equipment (forklift / handler etc.) and this should be controlled from ground level.</li> <li>Loader / securer training to be given where required.</li> <li>If equipment is to be re-arranged, it should be removed from the lorry deck and brought back down to ground level to correct</li> </ul>	2	4	8
Slips, Trips & Falls	Slippery surface causing slips or obstructions causing trip and falls leading to personal injury	All persons involved in the operation and those in the vicinity	4	3	12	<ul style="list-style-type: none"> <li>Work areas where low loader operations take place are to be regularly inspected.</li> <li>Consider wet ground, uneven surfaces and materials on the ground.</li> <li>Known slip, trip and fall hazards to be rectified.</li> <li>Ground and weather conditions to be assessed before work commences.</li> <li>Adequate lighting to be available.</li> <li>All persons to wear good grip safety footwear.</li> <li>Where hazards cannot be rectified, they should be highlighted or communicated</li> </ul>	2	3	6

Hazard(s)	Risks of Harm	Persons at Risk	Risk Rating(s)			Existing Control Measures	Residual Risk Rating(s)		
	<i>Related to hazard identified</i>	<i>Persons at risk from identified hazards</i>	X	Y	R	<i>Existing controls measures implemented when carrying out task or using associated plant / tooling</i>	X	Y	R
Manual Handling	Musculoskeletal injuries related to poor manual handling when handling security chains / webbing / slings, hand tools / levers, fuels, oils etc.	Any persons carrying out manual handling activities	4	3	12	<ul style="list-style-type: none"> <li>All staff to receive basic manual handling training relating to the specific lifting / handling tasks relevant to the job.</li> <li>Staff trained in the safe use of chains and slings.</li> <li>Fuels and oils are kept in containers of no more than 20lt.</li> <li>The following Personal Protective Equipment (PPE) to be provided: <ul style="list-style-type: none"> <li>Safety Gloves</li> <li>Steel toe capped footwear.</li> <li>Overalls</li> </ul> </li> </ul>	3	3	9
Maintenance Activities	Crushing / entrapment through access to moving parts or failure of system hydraulics	Maintenance staff / contractors	3	5	15	<ul style="list-style-type: none"> <li>Only authorised, trained and competent persons are permitted to carry out maintenance activities.</li> <li>Where possible, maintenance work should be carried out in approved facilities only.</li> <li>Maintenance work to be carried out in conjunction with manufacturer's instructions</li> </ul>	2	4	8
Lone Working	Employee may suffer ill health or has an accident with no assistance available	Any persons carrying out low loader related task alone	3	4	12	<ul style="list-style-type: none"> <li>Whenever possible, lone working is to be avoided.</li> <li>Where lone working cannot be avoided, tasks should be risk assessed with this in mind to ensure control measures are sufficient.</li> <li>Management to ensure regular contact is maintained with lone workers to provide updates on their whereabouts.</li> <li>Drivers / operators carry mobile phones.</li> <li>Consideration is given to the health of employees when deploying work.</li> <li>Company Lone Working Policy is adhered to.</li> </ul>	2	3	6

Hazard(s)	Risks of Harm	Persons at Risk	Risk Rating(s)			Existing Control Measures	Residual Risk Rating(s)		
	<i>Related to hazard identified</i>	<i>Persons at risk from identified hazards</i>	<i>X</i>	<i>Y</i>	<i>R</i>	<i>Existing controls measures implemented when carrying out task or using associated plant / tooling</i>	<i>X</i>	<i>Y</i>	<i>R</i>
Weather Conditions (Lighting Conditions / Visibility)	Obscured view due to heavy rain or clouds (fading light) leading to personnel error, snow, frost or ice can affect surfaces, burns from prolonged time spent out door exposed to the sun	Persons working outdoors	4	2	8	<ul style="list-style-type: none"> <li>• Consideration is given to weather conditions at all times.</li> <li>• Weather forecasts are regularly checked in advance. Action to be taken where extreme weather may impact on the safety of the operation.</li> <li>• Task to be temporarily suspended where weather conditions may impact on the health &amp; safety of those involved.</li> <li>• Operator to be supplied with adequate work clothing and Personal Protective Equipment (PPE) for adverse weather.</li> </ul>	4	1	4