

Safe Working Procedure (SWP) Reversing & Tipping





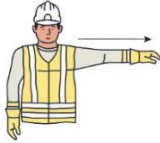





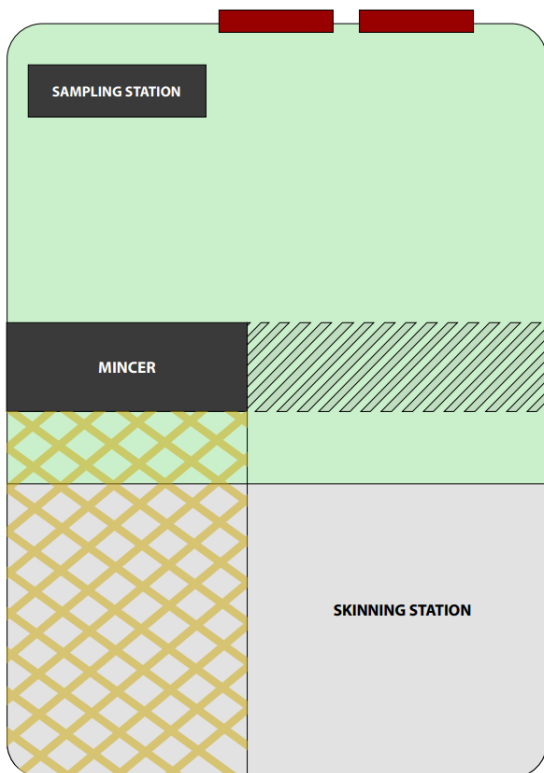
Fallen Stock

Fallen Stock – Reversing & Tipping Procedure

This document contains the Safe Working Procedure (SWP) which must be adhered to by all staff and drivers entering the Fallen Stock Reception to unload. Failure to follow this procedure will result in a greater likelihood of accidents / near miss occurrences within this area.

Banksman Hand Signalling

			
Start	Move Backwards	Move Forwards	Move to the Banksman's Right
			
Move to the Banksman's Left	Danger (Emergency Stop)	Distance from Intended Stopping Point	Stop



- External area at front of Fallen Stock Reception to be cleared of any obstructions which may prevent the trailer reversing at the required angle.
- Pedestrian activity to cease and staff to enter specified 'Safe Zones' either:
 - Outside of the Fallen Stock Reception,
 - Skinning area (mincer side where required when bulk trailer tipping). Yellow Hatched area – Diagram.
- Loadalls to be 'parked' when vehicles are reversing into the Fallen Stock Reception.
- Hand Signals to be pre-agreed between Driver & Fallen Stock Operative prior to commencing reverse.
- Where available a Fallen Stock Operative must be designated as a Banksman to assist the reversing vehicle, where no staff are working within the Fallen Stock Reception area the driver is permitted to reverse without assistance if an assessment of the area confirms it to be clear of any persons or obstructions.
- Banksman must NOT move backwards while giving instructions due to the risk of slips, trips and falls, banksman to instruct the driver to stop temporarily in order to safely change position
- The Banksman must guide back the vehicle to the bottom of the ramp, the trailer must NOT be parked on the ramp prior to tipping.

- Where the driver feels he can no longer see the banksman he must stop his vehicle and engage the banksman to change his position to an area where he can be seen.
- Banksman must remain in full view of the Driver at all times during the reverse.
- When tipping the Banksman must remain a safe distance where the operation of tipping can still be observed and communication with the driver is still possible, banksman must not stand directly behind the vehicle or directly adjacent during tipping.
- It is the responsibility of the driver to ensure the vehicle is parked in a location to ensure if applicable that the trailer can be extended to the height required to expell the full load.
- Once tipped Banksman must make the driver aware that the contents have been fully unloaded.
- The Banksman to assist the driver when leaving, ensuring the trailer is dropped to an adequate height to allow it to exit safely through the roller shutter door.