



Safer Site Solutions Ltd
 Email: office@safersitesolutions.com
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Site Specific Risk Assessment & Method Statement

Authorised by:	Jon Ovenden – Safer Site Solutions Ltd	Ref No:	001
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RISK ASSESSMENT & METHOD STATEMENT

FOR

DELIVERY AND COLLECTION OF MATERIALS



Stonepit Barn
 Kingston Road
 Frilford
 Abingdon
 OX13 5HB

Tel: 01865 820064
 Email: info@scbgrabhire.co.uk

Date of Issue	Comments	Ref No.	Authorised by	Revision
13 June 2022	Issued to site	001	Jon Ovenden	01

Site Specific Risk Assessment & Method Statement

Authorised by:	Jon Ovenden – Safer Site Solutions Ltd	Ref No:	001
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Site Specific Risk Assessment & Method Statement

Location: Clients Address

Project Title: Delivery and Collection of Materials

Issue Number: 01

Compiled by: Jon Ovenden – Safer Site Solutions Ltd

Company Position: Director

Date Compiled: June 2022

Date Issued: 13 June 2022

Project Details

Description of work to be undertaken:

Delivery and Collection of Materials using Grab/Hiab/Tipper Lorry

Please read this document carefully and implement the requirements of this method statement.

Project Technical Details

Name of Contractor(s): SCB Oxford

Address Details: Stonepit Barn, Kingston Road, Frilford, Abingdon, OX13 5HB

Telephone No: 01865 820064

Manager Responsible:

Client:

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Site Specific Risk Assessment

Risk Assessment Ref.	Task	Delivery and Collection of materials	Date of Assessment:	13 June 2022
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General Activities / Scope of Work: Delivery and Collection of Material using Grab/Hiab/Tipper Lorry

HAZARD	RISK	PERSONS AT RISK	RISK LEVEL			PROCEDURES REQUIRED TO MINIMISE RISK	RESIDUAL RISK		
			S	L	RA		S	L	RA
Site Personnel Interface	Serious injury from lorry/load coming in to contact with pedestrians.	Third Party.	5	4	20	<ul style="list-style-type: none"> Site personnel not involved in the lifting operation should be controlled so that they do not encroach into the lifting radius. Client to cordon off working area or supervise the operational area for unauthorised encroachment. Barrier off where possible. Ensure the SWL of the Hi-ab is clearly marked. All lifting accessories to have maintenance, inspection records and any certificates of thorough examination available (LOLER). 	3	2	6
Wind Conditions	Loss of Load	Driver/ Third party	4	4	16	<ul style="list-style-type: none"> The operator should not operate the crane in windy conditions. 	2	2	4
Personnel being struck by Hi-ab	Impact injuries death	Operator, Third Party	5	4	15	<ul style="list-style-type: none"> Physical barriers are to be installed to ensure an exclusion zone is maintained around the lifting area. Suitable Personal Protective Equipment is to be provided and worn (e.g. hard hats, gloves, hi-viz vest and safety footwear). All equipment to be used must be checked by a competent person prior to lifting. Trained / competent person to plan the lift, supervise the operation and brief those involved. 	1	2	2

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			S	L	RA		S	L	RA
Failure of Hi Ab/Lifting Operations/ Overturning	Damage to property fatal or major injuries	Driver/ Third Party	5	3	15	<ul style="list-style-type: none"> Ensure the SWL of the Hi-ab is clearly marked on the Jib (crane). Lifting operations to be planned. A safe system of work (or lifting plan) is to be provided for loading / unloading operations. All lifting accessories to have maintenance, inspection records and any certificates of thorough examination available (LOLER). All plant machinery is to have maintenance and inspection records available where required (PUWER). Ensure when setting out outriggers (stabilizers) the specific requirements for the Hi-ab (lorry) are complied with. Lorry loader stabilisers must be fully extended. Operator to check for proximity hazards. Suitable Personal Protective Equipment is to be provided and worn (e.g. hard hats, gloves, Hi-Viz vest and safety footwear). Operator to set-up lorry loader as per manufacturer’s instructions. Operator to undertake visual inspection of vehicle and Hiab arm to ensure no obvious signs of a defect prior to any lift. Operator to examine ground surface prior to lifting operation to ensure no obvious signs of soft ground or surface erosion. (Ground conditions are the client’s responsibility). 	2	2	4

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			S	L	RA		S	L	RA
Materials falling	Physical Injury impact injuries death	Driver/ Third Party	5	4	20	<ul style="list-style-type: none"> Ensure that loads being carried are secure and are not likely to move during the lift. Lifting operations to be planned. A safe system of work (or lifting plan) is to be provided for loading / unloading operations. Ensure the SWL of the Hi-ab is clearly marked on the Jib (crane). Ensure all slinging operations and movement of materials are undertaken by a trained competent slinger/banksman. All lifting accessories to have maintenance, inspection records and any certificates of thorough examination available (LOLER). 	2	2	4
Slinging of Loads	Physical Injury impact injuries death	Driver/ Third Party	5	4	20	<ul style="list-style-type: none"> Loads to be properly slung, if possible, using the integral lifting points on each load. Suitable PPE to be worn – Hard Hats, Lace Up Safety Boots, High Vis, Gloves. 	3	2	6
Vehicle movement in the SCB depot	Serious, possibly fatal, injury if struck by a vehicle.	Staff, Operatives, Third party	5	4	20	<ul style="list-style-type: none"> One-way traffic management system where applicable. Vehicles parked in designated bays away from office and staff cars. Safe, well-marked pedestrian routes. All areas well lit. All staff wear high-visibility tabards in the yard and tabards are also provided for visitors. 	3	2	6

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			S	L	RA		S	L	RA
Unfamiliarity with risks at customer sites e.g. reversing policy, load handling arrangements, sheeting etc.	Serious, possibly fatal, injury if struck by a vehicle, bruising and fractures from slips on unfamiliar surfaces etc.	Driver	5	4	20	<ul style="list-style-type: none"> Order-taking staff ask for information on site rules, unloading arrangements etc and fix this to delivery note. Drivers told to stay in a safe area when lift trucks etc are working. Ensure agency drivers are told about relevant safety issues at the sites they are visiting or, if no safety information is available, are instructed to telephone that site to get that information 	2	2	4
Refuelling of Plant	Contamination of ground water and water courses by leakages	Driver	4	4	16	<ul style="list-style-type: none"> Spillages will be cleaned up immediately with spill kits to prevent the contamination of ground water. Spill kits to be available at key points and accessibility/adequacy checked on a regular basis, drip trays to be used under static plant. Tank size to be limited, tank to be banded. Only trained and authorized personnel to fill plant 	2	3	6

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			S	L	RA		S	L	RA
Falls from height	Physical injury from sprains and strains	Driver	4	3	12	<ul style="list-style-type: none"> Manual handling assessments are to be completed and, where required, training provided for operatives. Enter the cab face on. Exit the cab face on. Only use vehicle steps to enter the rear of the lorry Operatives to assess load physical capability prior to lift. Utilise mechanical lifting and carrying aids where possible. Suitable Personal Protective Equipment is to be provided and worn (e.g. hard hats, gloves, hi-viz vest and safety footwear). Maintain good housekeeping practices, keep access routes clear of obstacles. 	1	1	1
Slips and trips	Possible strains sprains and breaks	Driver	3	3	9	<ul style="list-style-type: none"> Maintain good housekeeping practices, keep access routes clear of obstacles. Wear appropriate footwear for the task. Operatives to be vigilant of the area they are working on. Lorry loader stabilisers must be fully extended. Operator to check for proximity hazards 	1	2	2
Muscular-skeletal injuries from Manual Handling	Physical injury from sprains and strains	Driver	4	4	16	<ul style="list-style-type: none"> Manual handling assessments are to be completed and, where required, training provided for operatives. Operatives to assess load physical capability prior to lift. Utilise mechanical lifting and carrying aids where possible. Team lifts to be employed where necessary. Operatives to be trained in the kinetic method of lifting. Suitable Personal Protective Equipment is to be provided and worn (e.g. hard hats, gloves, hi-viz vest and safety footwear). Maintain good housekeeping practices, keep access routes clear of obstacles. 	2	2	4

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			S	L	RA		S	L	RA
Access/Egress	Collision with pedestrians and other vehicles leading to serious injury/death.	Third party	5	4	20	<ul style="list-style-type: none"> Client to ensure that no vehicles or plant are placed to hinder access/egress of lorry loader at site entrance, site roadways and in the proximity of the lifting position. Driver to seek aid of competent banksman if required. 	3	3	9
Fall from Vehicles	Serious, possibly fatal, injury should they fall from a vehicle, e.g. from the trailer or cab	Driver	5	3	15	<ul style="list-style-type: none"> Loading/unloading process organised to minimise time spent on trailer. Strong, commercial ladder provided on each vehicle to access the trailer unit and drivers trained how to use it safely. Drivers trained in safe system of work for sheeting loads, including safe use of fall arrest systems. Drivers told not to walk backwards on a trailer, or to jump from cab or trailer. Fixed steps and grab bars allow drivers to access cab safely. Remind drivers of need for good housekeeping in trailer and in cab. Foldable steps to improve access to trailer bed on two vehicles. 	2	2	4
Adverse Weather Conditions	Extremes of weather such as ice, snow, heavy rain, lightning storm etc. This is particularly important when working at height, using ladders, accessing/egressing steps and plant, driving on site.	Driver	4	5	20	<ul style="list-style-type: none"> PPE in the form of warm clothing, good quality safety boots, waterproof exterior clothing. Ability to postpone jobs in extreme weather conditions i.e. high winds, torrential rain when working at height 	2	3	6

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			S	L	RA		S	L	RA
Contact with human excrement/animal/human bones or other harmful Substances	Wells Disease, anthrax, tetanus, fatality	Driver	3	3	9	<ul style="list-style-type: none"> All personnel will cover any cuts or skin abrasions with suitable medical dressing prior to starting work. The site Foreman will ensure that PPE is worn at all times during working operations, Hygiene standards will be monitored by the Site Foreman. Area or work will be cordoned off with steel road pins and hazard warning tape 	2	3	6
Load securing	May suffer serious crush injuries if trapped by moving trailer or tractor unit.	Driver Third Party	4	3	12	<ul style="list-style-type: none"> Drivers follow safe systems of work for coupling/uncoupling, eg always ensuring that both trailer and cab brakes are on. Train agency workers in safe system of work, including the location of the trailer brake in each vehicle. 	3	2	6
Coupling and uncoupling	May suffer serious crush injuries if trapped by moving trailer or tractor unit.	Driver Third Party	4	4	16	<ul style="list-style-type: none"> Drivers follow safe systems of work for coupling/uncoupling, eg always ensuring that both trailer and cab brakes are on. Train agency workers in safe system of work, including the location of the trailer brake in each vehicle 	3	2	6
Driver fatigue	May suffer serious injury if road accident results from fatigue.	Driver Other Road Users	5	3	15	<ul style="list-style-type: none"> Shift schedules are designed so that they do not put driver at risk of fatigue. Drivers instructed to take breaks if they become tired while driving. Remind drivers to report when they are feeling ill, have developed a medical condition or are taking medication that could affect their driving. Discuss with drivers whether current shift scheduling effective in not putting them at risk of fatigue and take action as necessary 	3	3	9

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			S	L	RA		S	L	RA
Fire E.g. during refuelling of vehicles.	Possibly fatal injury from burns/smoke inhalation if there is a fire in the yard or on a vehicle	Driver Third party	5	4	20	<ul style="list-style-type: none"> Ensure actions, including safe systems of work, arising from fire risk assessment are done. Extinguishers at refuelling point and in cabs. Refuelling to be carried out away from buildings. First aid kits to be available in cabs. 	3	3	9
Fuel Spillage	Fuel contaminating water or soil		4	4	16	<ul style="list-style-type: none"> All stationary plant to have drip tray underneath Spill Kit to be provided on site and operatives informed on the location. Only approved containers to be used for fuel storage. Correct PPE to be used when refuelling, gloves mandatory 	2	2	4
Refuelling of Plant	Contamination of ground water and water courses by leakages	Driver	4	4	16	<ul style="list-style-type: none"> Spillages will be cleaned up immediately with spill kits to prevent the contamination of ground water. Spill kits to be available at key points and accessibility/adequacy checked on a regular basis, drip trays to be used under static plant. Tank size to be limited, tank to be bunded. Only trained and authorized personnel to fill plant 	2	3	6
Coming in to contact with overhead power lines.	Death, serious injury, burns.	Driver	5	5	25	<ul style="list-style-type: none"> Operator to access loading/unloading area to identify any potential hazards. 			

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			S	L	RA		S	L	RA
Unloading of Spoil	Personnel being buried in spoil leading asphyxiation.	Driver/ Third Party	5	3	15	<ul style="list-style-type: none"> Lorry to position itself in correct area. Operator to ensure there are no overhead obstructions before raising. Tailgate should be released and locked open, or completely removed, before tipping starts Operator must ensure that no pedestrians are in the vicinity of the machine when tipping All ancillary equipment and tools to be secured when tipping Tailgate should be released and locked open, or completely removed, before tipping starts 	2	2	4
Cleaning of lorry bed.	Operative being hit by debris/falls from height.	Driver	4	4	16	<ul style="list-style-type: none"> Hard Hat to be worn at all times. Engine to be isolated Be aware of overhead obstructions. Bed to be in place and engine isolated before entering back of lorry. 	3	2	6

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Hazard Risk Level									
Likelihood		Consequence		1	5	10	15	20	25
1	Very Unlikely	1	No Injury	2	4	8	12	16	20
2	Unlikely	2	Minor injury requiring first aid	3	3	6	9	12	15
3	Fairley Likely	3	Up to 3 days absence	4	2	4	6	8	10
4	Likely	4	Over 3-day absence	5	1	2	3	4	5
5	Very likely to occur	5	Death / long term affects		1	2	3	4	5

The risk level (RL) or risk rating (R/R) is calculated by multiplying the likelihood of an event occurring (probability (P)) by the consequence level (severity (S)) should it occur, before and after any applied control measures.

Risk Rating (R/R) – (P) Probability X Severity (S)
 If residual Risk Rating is;
 1 – 8 - Acceptable Low Risk
 9 – 15 - Tolerable Risk
 16- 25 - Unacceptable High Risk

	Hazard/Risk	Y/N		Hazard/Risk	Y/N		Hazard/Risk	Y/N
1	Poor access/egress	Y	17	Slips, Trips, Falls	Y	33	Refuelling Required/Spill Kits Available	Y
2	Pedestrian and Plant Interface	Y	18	Manual Handling Operations		34	Drowning	
3	Loading / unloading of Vehicles	Y	19	Repetitive Motions/Actions		35	Asphyxiation	
4	Exposure to Asbestos Containing Materials	Y	20	Low / High Temp Working Environment	Y	36	use of Burning Equipment	
5	Dusty Environment	Y	21	Services (Electric, Gas, Water, Comms)		37	Working at Height / Falls From Height	Y
6	Noise	Y	22	Poor Lighting/Visibility	Y	38	use of Mobile Scaffold Access Tower	
7	Use of Hand Tools		23	Lifting operations nearby	Y	39	use of Scaffold	
8	Use of Power Tools		24	High Reach (Machine)		40	use of Ladders	
9	Vibration (White Finger)		25	Standard Demolition (Machine)		41	use of MEWP	
10	Vibration (Whole Body)		26	Mini Machine/Plant	Y	42	Falling Objects	
11	Cuts, Grazes and Abrasions		27	Brook		43	Confined Spaces	
12	Contact With Toxic Substances	Y	28	Floor Overloading		44	Knotweed	
13	Fire Trapping		29	Debris Falling onto Machine	Y	45	Any Pollution to Ground Possible	
14	On Site Emergencies		30	Debris Falling on to Others		46	Crushing Operations	
15	Housekeeping Issues		31	Use of Quick Hitches		47	Adverse Weather	Y
16	Hoses and cables trailing		32	Deep Excavations/Basements/Pits/Voids				

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RISK AWARENESS FOR AREAS WHERE ASBESTOS COULD POTENTIALLY BE DISCOVERED

Please note that this Risk Assessment is designed to make you aware of areas where asbestos could potentially be within your work environment.

It is not an exhaustive list but is designed as a guide to help you remember which products may contain asbestos in your work environment, and consequently which products shouldn't be disturbed.

Any industrial or residential building built or refurbished before the year 2000 may contain asbestos, and, if you suspect that you've discovered asbestos, stop work immediately and inform a supervisor or manager.

In this document AIB is the acronym for Asbestos Insulation Board

Potential hazards	Where this may be found
Asbestos	Debris in soil

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Project title		Location	Stonepit Barn/Clients Property
Contract No.		Method statement title	Delivery & collection of Materials.
Reference		Description of work	

This method statement has been developed and must be read with the following risk assessments

Risk assessment reference	Title
	Use of Grab/Tipper/Hiab Lorry
Work commences on	
Areas to be worked in	
Duration of work (actual or estimated)	
Number of workers (actual or estimated)	









Personnel (include details of all personnel involved in the task and any specific training, skills or qualifications required)

Name	Position	Competence details

Emergency arrangement details

 Fire/evacuation	 First aid	 Pollution/spill	Other
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Personal protective equipment (PPE) requirements

								Other
Head (EN 397)	Foot (BS EN 345-1)	Hi-vis vest	Hand (BS EN 388)	Eye (EN166)	Hearing (EN 352-1)	Fall arrest	RPE	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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Construction dust (Note: construction dust is harmful and can lead to fatal lung diseases such as silicosis)

Will the work create dust or fumes?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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Identify specific control measures to avoid or minimise dust or fumes	
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Identify respiratory protective equipment (RPE) that will be required if dust or fumes cannot be avoided	
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Hazardous materials

Are hazardous materials to be used?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	Are COSHH/DSEAR data sheets available?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Attach or identify specific controls required from COSHH risk assessment	
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Permit required (tick below)

<input type="checkbox"/>	Permit to work (general)	<input type="checkbox"/>	Permit to enter (confined spaces)	<input type="checkbox"/>	Permit to dig
<input type="checkbox"/>	Hot-work permit	<input type="checkbox"/>	Out of hours work permit	<input type="checkbox"/>	Other

Details of person issuing permit	
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Description of safe method of work

Fire and Emergency Procedures

- The fire and emergency plan and procedures given at the site induction will be strictly adhered to during the project and all site operatives will adhere to the information given.
- Under no circumstances must any appliance or alarm for the use in the event of an emergency be tampered with and any abuse of such equipment will result in the offender being removed from site permanently.
- When any alarm is sounded, the operatives must observe the evacuation criteria and will down tools and make their way to the nearest assembly point for the site manager to head count. No one will return until the all clear has been given by the site manager.

First Aid:

- First Aid box provided on all vehicles
- Local arrangements for contacting emergency services to be identified
- Location or nearest hospital A&E must be known
- In case of serious accident or injury requiring immediate medical attention call 999
- Always inform the supervisor or H&S Manager of all accidents, incidents and near misses
- Ensure that accident, incident or near miss is logged.



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Training and Supervision

- 1) All staff have received H&S Induction training
- 2) All Operatives are supervised
- 3) All operatives to have NPORS

1. Access and egress

- a. The work will commence on (date and time to be advised) when our vehicle driver/operator will arrive at site, report to site security and sign the visitor's book (if necessary) and then report to the client's designated site representative.
- b. In advance of our arrival on site, client's representative will ensure that no activities or obstructions hinder our lorry's ability to perform the removal of the load.

2. Site Induction-Where Necessary

- a. Before the commencement of any work, our driver/operator will report to the client's responsible site representative for a full site induction if required. At this time, the driver should be made aware of any rules and/or cautions relating to routes, hazards etc. to be observed whilst on site. All delivery vehicles unloading equipment to be "fit for purpose" in accordance with the **Provision and Use of Work Equipment Regulations 1998 (as amended)** and **Lifting Operations and Lifting Equipment Regulations 1998 (as amended)** and to be maintained in such a condition that they do not present an unacceptable risk to either the driver or any other staff on site. Maintenance records, test certificates or other forms of legal documentation to be made available if requested by the customer before operations proceed.
- b. The lorry driver/operator will produce all documents required to undertake a lifting operation:
 - Copy of current method statement/risk assessment.
 - 12 monthly certificates of inspection for lorry loader.
 - 6 monthly certificates of examination for lifting accessories.
 - Relevant CPCs/CSCS/ALLMI/IPAF cards/certificates.
- c. Nominated responsible person to undertake brief of method statement and risk assessment.
- d. If required driver/operator will request any relevant permits to work.
- e. All site personnel to wear all appropriate PPE at all times.

3. Lifting activity – sequence of events

- a. Upon acceptance of method statement/risk assessment our driver/operator will proceed to the work area and set the vehicle up for the clearance. (for commercial clients)
- b. Drivers to obtain appropriate information regarding onsite overhead power cables.
- c. Drivers to obtain information relating to onsite underground services, voids, channels and chambers with temporary covers fitted to ensure that their activities do not adversely impact on such services or the stability of the vehicle either resting or working (this is especially important when outriggers and or stabilisers are used to load/unload).
- d. Drivers to comply with the requirements of all signs and notices on site.
- e. Vehicles to only be driven on designated traffic routes.
- f. Lorry will be positioned in the nominated area adjacent to the load. Should reversing be necessary, a banksman should assist the driver/operator. All unnecessary and/or unauthorised personnel will be cleared from the area.
- g. Where applicable, delivery vehicles to be fitted with an audible reversing alarm and flashing beacons. Where cameras are fitted to vehicles, they are to be used at all times when reversing.
- h. Drivers operating tipper/grab trucks to be responsible for ensuring that the area above them is free from overhead obstacles or services before raising tipper bodies or booms.



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- i. Drivers operating tipper/grab trucks to be responsible ensuring the area above is free from underground services.
- j. The driver/operator will set up the vehicle as per the manufacturer's instructions.
- k. Suitable supports will be placed under the outriggers where ground conditions dictate. It is the responsibility of the client to establish the presence of any adverse ground conditions and ensure that adequate preparation has been made to mitigate these before the lorry loader's arrival on site.
- l. The driver/operator will check the lifting gear/grab over visually and then position the grab.
- m. The grab will now be raised, and loading will commence. The load will then be lowered over the vehicle and in to the bed off the lorry.
- n. Once the lorry is full the grab will be directed and locked backed in to position.
- o. SCB will be responsible for clearing all rubbish left, if any, when the load has been removed.

4. Additional Notes

Personnel attending site and position: SCB Oxford Limited – Driver/operator

General Lifting Information :

Maximum Load weight

Driver to establish with client's representative before the lifting takes place.

Safe Working Load

Driver to ensure that the stabilisers and legs can be fully extended regardless of lift, pads are placed under legs. Legs are not to be supported over fresh trenches, manhole covers or over any power cables.

5. Delivery and Collection of materials

1. Vehicle driver to report to the site office.
2. Where required, the delivery driver to attend the site induction meeting.
3. Drivers to comply with the requirements of all signs and notices on site.
4. Vehicles to only be driven on designated traffic routes.
5. All deliveries/collections to be loaded/unloaded in designated unloading/lay down identified by SCB or Client.
6. No vehicles or plant to reverse on site without a banksman/traffic marshal being present to control the operation.
7. Drivers operating tipper trucks to be responsible for ensuring that the area above them is free from overhead obstacles or services before raising tipper bodies or booms.
8. Drivers to use the correct procedures, routes and any equipment provided for their safety when exiting or entering their vehicles or other work areas, e.g. cab steps and hand holds, step type ladders.
9. Drivers to not jump from tailgates, flat beds or plant vehicles.
10. Where applicable, delivery vehicles to be fitted with an audible reversing alarm and flashing beacons. Where cameras are fitted to vehicles, they are to be used at all times when reversing.
11. All delivery vehicles unloading equipment to be "fit for purpose" in accordance with the Provision and Use of Work Equipment Regulations 1998 (as amended) and Lifting Operations and Lifting Equipment Regulations 1998 (as amended) and to be maintained in such a condition that they do not present an unacceptable risk to either the driver or any other staff on site. Maintenance records, test certificates or other forms of legal documentation to be made available if requested by the customer before operations proceed.
12. Any loading/unloading operation that requires a lifting type of procedure to be accompanied by a suitable and adequate lift plan. This plan may include but not be restricted to Hiab and forklift use.
13. All plant unloaded by delivery drivers to be isolated/keys removed.
14. Where the delivery of materials or plant requires the deployment of stabilisers, outriggers or other high impact ground-bearing pressure devices, the driver to take all measures to protect any finished surfaces.



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15. Drivers to obtain appropriate information regarding onsite overhead power cables.
16. Drivers to obtain information relating to onsite underground services, voids, channels and chambers with temporary covers fitted to ensure that their activities do not adversely impact on such services or the stability of the vehicle either resting or working (this is especially important when outriggers and or stabilisers are used to load/unload).

Additional Notes (continued) Use of P.P.E.

All personnel must wear the following PPE where required on site:

- Hard hats,
- Steel toe cap boots
- Gloves
- High visibility vests or coats.

Site welfare

- a) First aid – Cover shall be provided by the Client where possible on their premises or SCB at Stonepit Barn.
- b) Toilets – SCB personnel and/or sub-contractors may require the use of any existing site facilities whilst at site.



Pollution and waste.

1. In the event of an oil leak/spill from a lorry mobile mechanic will bring oil spill kit catch any residual oil.
2. Any waste generated by our activities will be collected and removed prior to our exiting the site.

Communication of Risk Assessment and Method Statement

- 1) All operatives will be instructed of the risk assessment and method statement for their scope of works as part of the Toolbox Talk procedures prior to commencing work.
- 2) They must ensure they fully understand the work involved, the hazards and the level of risk they may be exposed
- 3) Following instruction, they each must sign the register attached
- 4) Each operative must work to the method statement; any deviation must be authorised by Bailey & Jones's site manager.

Any operative not working to the specific method statement will be subject to disciplinary action.

	<h2 style="margin: 0;">COSHH ASSESSMENT</h2> 		
Supplier:	Shell/BP/ Esso etc	Format:	Liquid Vapour
Product:	Diesel	Class:	Mixture
Description:	Fuelling Vehicles/Machinery		

Constituents
Catalytically cracked oils No given standard

Effect:
Prolonged contact with skin can cause irritation dermatitis or cancer Irritant to respiratory system Irritant in contact with eyes and skin

Action:
Remove contaminated clothing immediately Wash hands before meals and after work with a recognised cleaner soap water Do not smoke Use only in well ventilated area Keep away from sources of heat and ignition
Avoid breathing fumes or spray mist

Protective Clothing:
Wear appropriate protective clothing Eye protection is required

First Aid:

Eye Contact:
In case of contact, immediately flush eyes with plenty of water for at least 15 minutes.
Eyelids should be held away from the eyeball to ensure thorough rinsing. Check for and remove any contact lenses. Get medical attention.

Skin Contact:
In case of contact, immediately flush skin with plenty of water for at least 15 minutes while removing contaminated clothing and shoes. Wash clothing before reuse. Clean shoes thoroughly before reuse. Get medical attention.

Inhalation:
If inhaled, remove to fresh air. If not breathing, if breathing is irregular or if respiratory arrest occurs, provide artificial respiration or oxygen by trained personnel. Get medical attention.

Ingestion:
DO NOT INDUCE VOMITING. Never give anything by mouth to an unconscious person. If unconscious, place in recovery position and get medical attention immediately. Aspiration hazard if swallowed. Can enter lungs and cause damage. Get medical attention immediately

Protection of First Aiders:
No action shall be taken involving any personal risk or without suitable training. If it is suspected that fumes are still present, the rescuer should wear an appropriate mask or self-contained breathing apparatus. It may be dangerous to the person providing aid to give mouth-to-mouth resuscitation.

Disposal:
Consign to licenced site or specialist contractor

Fire:
Use foam/ dry chemical or Carbon Dioxide. DO NOT USE WATER Flash Point 60 degrees C minimum

Spillages:



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Contain spillages and soak up with sand or earth Do not allow to enter drains or water courses Ventilate area
 Eliminate all sources of ignition
Storage:
 Keep away from combustible materials Keep containers tightly sealed Keep in a secure dry well-ventilated area
 Keep away from heat and sources of ignition Keep away from foodstuffs

WEL (Workplace Exposure Limit?)	Total Dust: WEL N/A Respirable Dust: N/A
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Category of Hazard:							
Corrosive	Acute Toxicity	Health Hazard	Serious Health Hazard	Hazardous to the Environment	Oxidising	Flammable	Gas Under Pressure
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Who may be exposed to the substance?			
Contractors on Site	Employees	Visitors	Members of the Public
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What is the route of exposure?					
Skin	Eyes	Ingestion	Inhalation	Cuts	Other
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Can a less hazardous substance be used to do the same task?	Yes <input type="checkbox"/>	<input checked="" type="checkbox"/> No
The substance is commonplace throughout the industry and the amounts used are kept at working levels only. Elimination is not possible. The product is deemed most suitable for the specified task		



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PPE required as a control measure?

Eye	Ear	Head	Hand	Foot	Respiratory	Face	Body
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Estimated exposure time?	Minutes/Hours-
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How will the risk be controlled?

Method Statement	Local Extract Ventilation	Training	Enclosure	Dust Suppression	PPE
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

ASSESSMENT OF RISK



Are all the controls detailed above currently in place?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Are all hazards to health adequately controlled with all control measures in place?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If these controls are not in place or additional controls are required, state action to be taken. Please note - Hazardous substances must NOT be used if adequate control measures are not in place.		

Assessment Undertaken By	Position	Date	Signature
Jon Ovenden	Director	7 th July 2020	

I confirm I have read and understood the assessment and fully understand the controls required

Name	Signature	Date

Site Specific Risk Assessment & Method Statement			
Authorised by:	Jon Ovenden – Safer Site Solutions Ltd	Ref No:	001

	 <h2 style="text-align: center;">COSHH ASSESSMENT</h2>			
	Supplier:	Pirtec	Format:	Liquid
	Product:	Hydraulic Oil 46	Class:	Mixture
	Description:	Hydraulic Oil		

Constituents

Distillates (petroleum) solvent-dewaxed heavy paraffinic 60-100% CAS number: 64742-65-0 EC number: 265-169-7 REACH registration number: 01- 21 19471299-27-XXXX A petroleum product. DMSO extract < 3 % weight (IP 346) Classification Not Classified Classification (67/548/EEC or 1999/45/EC)

Effect:

If aspiration into the lungs is suspected, e.g. when vomiting, admit to hospital immediately. Inhalation Upper respiratory irritation. Ingestion May cause discomfort if swallowed. The product contains mineral oil, which if aspirated into the lungs through vomiting after ingestion, may result in chemical pneumonia. Skin contact Prolonged contact may cause redness, irritation and dry skin. Eye contact Irritation of eyes and mucous membranes.

Action:

Remove contaminated clothing immediately Wash hands before meals and after work with a recognised hand cleaner soap water Do not smoke Use only in well ventilated area Keep away from sources of heat and ignition Avoid breathing fumes or spray mist

Protective Clothing:

Wear appropriate protective clothing eye and hand protection is required

First Aid:

Eye Contact:

Rinse immediately with plenty of water. Remove any contact lenses and open eyelids wide apart. Continue to rinse for at least 15 minutes. Get medical attention promptly if symptoms occur after washing.

Skin Contact:

Remove contaminated clothing immediately and wash skin with soap and water.

Inhalation:

If spray/mist has been inhaled, proceed as follows. Move affected person to fresh air and keep warm and at rest in a position comfortable for breathing. Get medical attention if any discomfort continues.

Ingestion:

Get medical attention if any discomfort continues. Do not induce vomiting.

Protection of First Aiders:

If aspiration into the lungs is suspected, e.g. when vomiting, admit to hospital immediately.

Disposal:

Consign to licenced site or specialist contractor

Fire:

Extinguish with foam, carbon dioxide, dry powder or water fog. Do not use water jet as an extinguisher, as this will spread the fire.









Spillages:

Contain spillage with sand or earth. Avoid the spillage or runoff entering drains, sewers or watercourses. The product is insoluble in water and will spread on the water surface.

Special protective equipment for firefighters: Wear self-contained breathing apparatus

Protective actions during firefighting: Control run-off water by containing and keeping it out of sewers and watercourses.
 Contain spillages and soak up with sand or earth Do not allow to enter drains or water courses Ventilate area
 Eliminate all sources of ignition
Storage:
 Store in tightly closed, original container in a dry, cool and well-ventilated place.

WEL (Workplace Exposure Limit?)	Long Term Exposure Limit (8 Hour): WEL 5mg/m ³ Short Term Exposure Limit (15 Min): WEL 10mg/m ³
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Category of Hazard:							
Corrosive	Acute Toxicity	Health Hazard	Serious Health Hazard	Hazardous to the Environment	Oxidising	Flammable	Gas Under Pressure
							
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Who may be exposed to the substance?			
Contractors on Site	Employees	Visitors	Members of the Public
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What is the route of exposure?					
Skin	Eyes	Ingestion	Inhalation	Cuts	Other
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Can a less hazardous substance be used to do the same task?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
The substance is commonplace throughout the industry and the amounts used are kept at working levels only. Elimination is not possible. The product is deemed most suitable for the specified task		

PPE required as a control measure?

							
Eye	Ear	Head	Hand	Foot	Respiratory	Face	Body
✓	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Estimated exposure time?	Minutes/Hours-
---------------------------------	-----------------------

How will the risk be controlled?					
---	--	--	--	--	--

Method Statement	Local Extract Ventilation	Training	Enclosure	Dust Suppression	PPE
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	✓

ASSESSMENT OF RISK		
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Are all the controls detailed above currently in place?	Yes ✓	No <input type="checkbox"/>
Are all hazards to health adequately controlled with all control measures in place?	Yes ✓	No <input type="checkbox"/>
If these controls are not in place or additional controls are required, state action to be taken. Please note - Hazardous substances must NOT be used if adequate control measures are not in place.		

Assessment Undertaken By	Position	Date	Signature
Jon Ovenden	Director	1 February 2021	