

RISK ASSESSMENT

Company Name: DOWSE HAULAGE

Date: 8-9-2009

Review Date: 16-4-2012

Assessment No: 22

Assessor: Paul Mansfield

Task: Dowse Road Haulage/Drivers

No.	Significant Hazards Look only for hazards which you could reasonably expect to result in significant harm e.g. slips/trips, work at height, falling objects, vehicles, electricity etc. (STEP 1)	People Affected List groups of people who may be at risk e.g. maintenance staff, contractors, cleaners, public etc (STEP 2)	Existing Controls List controls that are already in place to control the risk e.g. physical safeguards, training, personal protective equipment etc. (STEP 3)	Level of Risk Decide on the level of risk remaining. (Likelihood \ Severity)			Further Action Required List further action required to control significant risks. If there is lots to do, make an action list. (STEP 4)
				High	Med	Low	
1	Vehicle movement in Dowse yard	Staff and others may suffer serious, possible fatal injury if struck by a vehicle	Vehicles parked in designated bays away from office and staff cars. All areas well lit. All staff wear Hi- Viz Tabards in the yard and tabards are also provided for visitors			√√√	Marked Pedestrian route from gate to main office door
2	Unfamiliarity with risks at customer sites Eg. Reversing policy, Load handling arrangements, etc.	Risk to drivers include serious, possible fatal injury if struck by a vehicle, bruising and fractures from slips and trips on unfamiliar surfaces etc	Drivers regularly visit most pick up/drop off sites and are aware of relevant safety issues. Drivers given a safety check list to complete for new sites. Order taking staff ask for information on site rules, unloading arrangements etc and fix to delivery note.E-POD Drivers told to stay in safe area when fork 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 the information.

Action Timescale Guidelines

High Risk – Action Immediately

Medium Risk – Action within 2 Months

Low Risk – Re-assess after next review

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3	Falls from vehicles. Blown off by wind. Falling objects while working on top of Tank. Electrocution by overhead wires.	Drivers may suffer serious, possible fatal injury should they fall from a vehicle, eg from a trailer or cab. Public could be struck by falling objects.	Strong ladder provided on each vehicle to access the Tank and drivers trained how to use it. Drivers trained in safe systems of work for loading tanks including the safe use of fall arrest systems. Drivers told not to walk backwards on trailer or to jump from cab or trailer. Fixed steps and grab bars allow drivers to access cab safely. Drivers wear strong comfortable boots with a good grip. Good housekeeping in yard, offices and vehicles. Drivers told not to park under overhead cables if working on top of tank Diesel tank bunded, shovel and sand kept nearby to clear up spillages.			√√√	Remind drivers of need for good housekeeping in trailer and in cab.
4	Slips and Trips	Staff may suffer injuries Such as fractures or bruising if they slip on wet surfaces or trip over objects					Check HSE footwear review to get advice on best slip resistant footwear.

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5	Manual Handling	Staff may suffer back pain from handling heavy or awkward objects.	Most loads carried are handled mechanically, eg lift truck, crane etc. Drivers trained in safe manual handling and safe systems of work			√√√	
6	Coupling and uncoupling	Drivers/others may suffer serious crush injuries if trapped by moving trailer or tractor unit.	Drivers follow safe systems of work for coupling/uncoupling, eg always ensuring both trailer and cab brakes are on. Drivers are given written info for coupling/uncoupling			√√√	
7	Driver fatigue	Driver and other road users may suffer serious injury if road accidents results from fatigue	Shift schedules are designed so that they don't put driver at risk of fatigue. Drivers instructed to take breaks if they become tired whilst driving.			√√√	

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8	Road Traffic Accident (RTA) – Generally	Anyone	Wagons are kept in good road-worthy condition and are driven by experienced drivers. Drivers only work normal hours and delivery distances are small.			√√√	None.
9	RTA due to using mobile phone	People and Property	Serious danger of distraction if phone rings whilst Vehicle is being driven. Also dangerous if used whilst vehicle is being driven.				Phone to be switched off whilst vehicle is being driven. Driver to check for messages at delivery addresses. Driver to make calls whilst stationary, handbrake applied and engine out of gear.
10	Driver Tiredness	People and Property	Danger of reduced alertness and in severe cases falling asleep.			√√√	Statutory mini mum breaks - rest periods must be taken. Drivers must report to management if they feel unfit to drive.
11	Drugs, Alcohol and Exhaust Gas's	People and Property	Alcohol. Medicinal and recreational drugs and Carbon Dioxide (CO2) from exhaust emissions can all affect a person's mental state. It is therefore dangerous to drive. Operate machinery or even load, unload or carry materials.				If a driver feels that they are under the influence of any drug or gas and are therefore unfit to drive they must inform management immediately, no matter where they are, and not attempt to drive
12	Unsafe vehicle	People and Property	Danger from poor brakes, steering, damaging lights, bits falling off etc.			√√√	Vehicle to be properly maintained and inspected regularly. Any faults are to be reported immediately and appropriate action taken.
13	Being run into by another vehicle whilst broken down	Both drivers and vehicles and other motorists/vehicles	Possibility of an RTA exists if a vehicle is parked on a busy road. This risk increases both with volume of traffic and any reduction in visibility.			√√√	Driver to pull in to side of road as much as possible, keep lights on and put hazard warning lights on. Help should be sought by phone. If on Motorway or other busy road, the driver should leave cab and place warning triangle 100m behind vehicle.

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14	Adverse Weather	People and Property	Adverse weather (ice, snow, heavy rain, fog etc) does not affect safety.			√√√	Drivers should modify their driving to suit conditions. In exceptionally bad conditions they should pull off the road or as far in to the side of the road as possible. They should not continue with the journey until it is safe to do so.
15	Reversing into someone	Pedestrians particularly Children	Possibility of reversing into someone either in the yard when delivering.		√√√		Audible signal fitted to both vehicles. Hazard warning lights to be used.
16	Theft of vehicle resulting in RTA	People and Property	Vehicle could be stolen whilst driver is away from it.			√√√	Engine to be stopped and keys removed when driver exits cab.
17	Vehicle rolling away whilst unattended	People and Property	Possibility of vehicle rolling away if handbrake is not applied properly			√√√	Handbrake to be applied and vehicle left in gear.
18	Ropes, straps etc. snapping or otherwise falling	People and Property	If not properly stored and maintained ropes, straps, etc. can fail under load.			√√√	All ropes, straps etc. are to be correctly stored and are to be inspected regularly for fraying and damage to any ratchet mechanism. Ratchets should be regularly checked.
19	Load becoming loose	People and Property	If loads are unsecured or uncontained by the tailgate, sideboards etc they could swing out over the sides of the vehicle and in some cases drop off.		√√√		It is the driver's responsibility to ensure loads are properly secured. Any ropes, straps etc. should be regularly inspected during journey.

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20	Vehicles overtaking whilst driver unloading	People and Property	Driver could be hit by passing vehicle or materials being unloaded could distract other drivers or hit passing vehicles.			√√√	Driver to park vehicle so that unloading is from kerbside or at rear. Driver to wear HI-Vis jacket/waistcoat whilst delivering
21	Vehicle crashing into rear of wagon at night when tail gate is down.	Other road users	Lowering tailgate obscures rear lights.			√√√	Reflectors fitted to inside of tailgate.
22	Overhanging loads	Other road users	Danger of other road users running into overhanging load, particularly in poor light or other adverse conditions.			√√√	Warning triangle to be fitted to loads overhanging more than 1.2m.
23	Removing goods from Vehicle	Pedestrians	Pedestrians, particularly children could be hit whilst removing, transporting or loading goods			√√√	Driver to look all around <u>before</u> pulling goods from vehicle. Extra care is required when carrying goods around corners or in windy conditions.
24	Injury due to manual handling	Driver	Manual handling if not practised properly can cause problems with joints and muscles. We have discussed problems with drivers and suggested some sort of trolley. Due to delivering into peoples Home's trolleys not considered to be helpful. All drivers experienced in manual handling.			√√√	None.

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