

Safe Loading Policy

(working at height)



The purpose of this policy:-

To instruct our drivers in the safest way to go about their daily duties

Dowse Haulage is a bulk powder delivery company, operating pressurised tanks

Loading and unloading vehicles can be dangerous with a whole host of potential hazards such as people or loads falling from vehicles, people being struck by a load during mechanical handling or people being struck by vehicles. Employers have a legal duty to ensure that the health and safety of their employees, contractors and members of the public are not put at risk as a result of the work they do.

To help minimise these risks, we can follow a few simple steps,

Always use three points of contact when climbing!

- (1) Plan to avoid work at height where possible;
 - (2) If this is not possible, use work equipment to prevent falls, with the first choice being vehicle-based systems and second choice on-site systems;
 - (3) Where the risk of a fall can't be eliminated, use work equipment to minimise the distance and consequences of a fall;
 - (4) Always consider measures that protect everyone at risk (e.g. platforms and guardrails) before measures that only protect the individual (e.g. safety harness)
 - (5) Whilst loading, turn off engine and remove keys. Use three points of contact when climbing in & out of cab.
 - (6) The person in charge of loading or unloading could keep hold of the vehicle keys or paperwork until it is safe for the vehicle to be moved.
- Before entering the site, drivers should check that the vehicle and all ancillary equipment are fit for the operation to be carried out and meet all requirements as specified in the driver's instructions for the operation.

Unless specifically agreed otherwise, drivers should always report at the gate or site entrance and ask for instructions. These instructions may include emergency procedures, required PPE, parking restrictions, route to loading or unloading point and general info such as the prohibition of smoking, alcohol and drugs, prohibition of the use of mobile phones, driving speed limits etc. Drivers should always adhere to the site instructions. Drivers should witness the whole (un)loading activity.

Drivers should proceed to the (un)loading area and park the vehicle according to site instructions. It is important to constantly assess the safety situation, not only whilst driving on site but also when arriving at the (un)loading point. For manoeuvring, the driver should ask for assistance if needed. Drivers should always take the necessary precautions to prevent any movement of the vehicle during (un)loading.

Information should also be provided on the nature of the load and how it should be properly loaded, secured and unloaded. This information should accompany the load and be available to those involved in the loading, transportation and unloading activities. (This information can be found in the red drivers folder kept in each Dowse vehicle)

Safe area, safe equipment

If necessary throughout loading and unloading there should be a safe place where drivers can wait. This should be an area of level ground and clear of traffic and people not involved in the activity. It should also be segregated from other work areas, clear of overhead cables, pipes, or other obstructions and protected from bad weather where possible.

Having the right safety equipment in place therefore ensures the safety of our workforce and that best practices can be used. Safety must never be compromised. The sensible management of health and safety risks in the workplace and implementation of safety controls during loading and unloading will ensure the highest levels of corporate responsibility, each and every time.

Remember,

When your second foot leaves the ground , work at height rules apply.

Dowse Haulage Ltd