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|  | <b>Site</b>  | <b>S Drive</b>    | <b>Reference</b> | <b>Type</b>       | <b>Retention</b>  |
|   | GRP  | 22.06.01          | 06               | Risk Assessment   | US+3yr            |
|   | <b>Revision</b>  | <b>Originator</b> | <b>Approved</b>  | <b>Issue Date</b> | <b>Review Due</b> |
|   | 02   | RHA               | DWI              | JUL 2024          | JUL 2025          |
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## Risk Assessment


### Material Transfer using road vehicles.

| Item  | Comment  |
|---|--|
| Document Owner  | Maintenance, Health and Safety Manager at Slicker Recycling Ltd            |
| Master Copy Storage   | S Drive<br>Maintenance, Health and Safety Manager's office – Clipper House |
| <ul style="list-style-type: none"> <li>➤ Electronic</li> <li>➤ Paper</li> </ul> |  |
| Retention   | Until Superseded + 3 years   |


| Revision History (Last 3 Changes) |            |          |   |
|-----------------------------------|------------|----------|---|
| Revision                          | Date       | Initials | Comments / Changes  |
| 01                                | 05/08/2021 | CM       | Initial draft   |
| 02                                | JULY 2023  | RHA      | Review with transport manager, additional mitigations added in various sections |
| 03                                | JULY 2024  | RHA      | Review with DWI and LPE following RIDDOR incident                               |

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| Activity   | Hazards                                     | Initial Risk |   |    | Control measures applied   | Residual Risk |   |   |
|--|---|--------------|---|----|--|---------------|---|---|
|  |   | L            | S | R  |  | L             | S | R |
| Working at an unfamiliar location.                               | Lack of knowledge of layout and processes.  | 3            | 3 | 9  | Staff to complete necessary induction procedures relating to the location.<br>Staff to determine an onsite point of contact.<br>All issues found are to be raised with the onsite point of contact.<br>Staff to strictly adhere to all site safety signage and rules both verbal and written.<br>Road Skills Training: Driving on Premises issued  | 1             | 3 | 3 |
| Working at unmanned sites with no onsite contact or supervision. | Lone working.                               | 2            | 4 | 8  | Instruction to be issued to staff as to the requirements of the visit prior to attendance.<br>Appropriate level of supervision given based on the employee's level of experience, competence, and capability.<br>Individual factors are to be assessed on a case-by-case basis such as underlying medical conditions and previous incident records.<br>Drivers have regular routes giving them site specific knowledge.<br>ACT Safe system introduced to report safety issues. | 1             | 4 | 4 |
| Vehicle Movements.   | Collision with people, plant, or equipment. | 4            | 4 | 16 | High visibility clothing to be worn by staff.<br>Reversing to be minimised whenever possible.<br>When reversing is required a banksman should be used when available.<br>HGV driver licenses are checked quarterly to ensure they are legally entitled to drive the category of vehicle.<br>HGVs are serviced, safety inspected, and MOT tested as required by law and the company's operator's license.   | 1             | 4 | 4 |

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|---|--------------------|--------------|---|----|---|---------------|---|---|
|   |                    | L            | S | R  |   | L             | S | R |
| Vehicle Movements (cont.).  |                    |              |   |    | EU Drivers' hours and WTD are monitored and analysed in line with legislation.<br>Daily vehicle checks are undertaken by drivers and defects recorded electronically. These are audited internally.<br>Reversing cameras and side cameras installed in line with Driving Vision Systems as part of ongoing plan.<br>Class 5 and 6 mirrors on all vehicles.  |               |   |   |
| Accessing and working from a tanker top, trailer bed or other location at height. | Falls from height. | 4            | 4 | 16 | 3 points of contact to be maintained whilst climbing ladders or gangways.<br>Drivers are prohibited from using ladders belonging to customer sites.<br>Handrails should be raised from ground level when accessing a tanker top. Where this is not possible fixed handrails in a dedicated loading or offloading bay, or portable access gantry may be used.<br>All equipment and tools should be passed up from ground level and not carried to height.<br>Ladders or a tail lift should always be used to access a trailer bed.<br>Barriers or trailer curtains should remain in place for as long as possible to prevent a fall from height.<br>Damage to handrails or other protective devices must be reported and defected immediately.<br>Walkways and ladders are to be kept clear from oil residues and any spillages are to be cleaned immediately.<br>Safety boots should be oil resistant and kept in a good condition. | 1             | 4 | 4 |

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|  |                              | L            | S | R  |   | L             | S | R |
| Accessing and working from a tanker top, trailer bed or other location at height.(cont.) |                              |              |   |    | iHasco Working at Height training issued.   |               |   |   |
| Working near open water whilst loading from or offloading to a vessel or tank.           | Drowning, Falls from height. | 3            | 5 | 15 | Life jackets to be worn as required.<br>Life jackets are maintained and inspected periodically.<br>Staff to maintain a safe working distance from the water's edge when possible.<br>Additional controls may be added for larger scale operations including multiple personnel and vehicles for an extended period. This is to be reviewed on a case-by-case basis.<br>Site specific inductions/training to be completed. | 1             | 5 | 5 |
| Use of objects at height.  | Dropped objects.             | 3            | 4 | 12 | All tools and equipment are to be passed or roped up from ground level and not carried up ladders.<br>Adjacent personnel to be made aware of ongoing operations in the area and a EN397 Safety Helmet to be worn.<br>Objects to be stowed in a secure container to prevent them rolling from height.  | 1             | 4 | 4 |
| Manual Handling – General  | Musculoskeletal Injuries     | 5            | 4 | 20 | Mechanical lifting aids are to be utilised wherever possible.<br>Where possible seek assistance from another to share the load.<br>Equipment is to be clean and appropriate gloves should be worn to increase grip on the load.<br>Vehicle tail lifts should be utilized where available to assist  | 2             | 4 | 8 |

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|                                   |                          | L            | S | R  |  | L             | S | R |
| Manual Handling – General (cont.) |                          |              |   |    | <p>in the lifting or handling of loads.</p> <p>iHasco Manual Handling training issued to all relevant colleagues. Follow the correct manual handling techniques as detailed in the training.</p> <p>Manual Handling practices are observed and recorded on all driver assessments.</p> <p>ACT Safe cards utilised as required</p> <p>Drivers must carry out a dynamic risk assessment to identify any manual handling risks.</p> <p>Drivers are empowered to refuse loads that are beyond their capabilities, i.e. location, weight, height, route</p> |               |   |   |
| Manual Handling - Hoses           | Musculoskeletal Injuries | 5            | 4 | 20 | Transfer hoses should be cleared and free from oil when manually handling them to reduce the weight.   | 2             | 4 | 8 |
| Manual Handling – Wheelie Bins    | Musculoskeletal Injuries | 5            | 4 | 20 | <p>Drivers must visually check the contents of the bin to identify any potential manual handling risks i.e. liquids, crushed filters, mixed loads.</p> <p>Overfull or overweight wheelie bins will not be collected.</p> <p>Wheelie bins should be pulled, not pushed using handles and wheels.</p>  | 2             | 4 | 8 |
| Manual Handling - Drums           | Musculoskeletal Injuries | 5            | 4 | 20 | <p>Drums must be on ground level to allow the use of the drum trolley.</p> <p>Full drums must not be hand rolled.</p>  | 2             | 4 | 8 |
| Manual Handling – Portable Pumps  | Musculoskeletal Injuries | 5            | 4 | 20 | <p>Movement of a 3" or 2" diaphragm pump should be on a bespoke pallet.</p> <p>Should be moved by winch, 2 person lifting.</p> <p>Where possible, the ship will pump the load and the trailer cargo pump will support by pulling the load onto the trailer.</p>  | 2             | 4 | 8 |

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|   |                                    | L            | S | R  |  | L             | S | R |
| Working under overhead dangers such as powerlines, cranes, cargo operations, low roofs, and gantries. | Overhead dangers.                  | 2            | 4 | 8  | Checks for overhead dangers to be undertaken when the vehicle is positioned.<br>EN397 Safety Helmet must be worn where there is a risk of head impact.<br>Overhead lifting operations must be suspended whilst operations are ongoing beneath.   | 1             | 4 | 4 |
| Handling of other components or equipment such as, flanges, drain covers, man lids,                   | Trapping of extremities and limbs. | 3            | 2 | 6  | Suitable protective gloves to be worn.<br>Hands to be kept clear of pinch points.<br>Assistance to be requested where equipment is unwieldy.<br>Lifting keys for manway lids will be used<br>2 person lifting where required.<br>Kick Lifters for drain covers<br>Staff training in first aid and accident reporting.<br>Mechanical aids are provided to assist in tightening loose pipework.<br>The edges of lids (seals) will be cleaned before lifting is attempted.            | 2             | 2 | 4 |
| Trailing hoses, oil slicks, poor housekeeping, and poor lighting.                                     | Slips and trips.                   | 4            | 3 | 12 | Hoses to be kept tidy and should be demarcated when this is unachievable.<br>No unauthorised personnel should be allowed within the loading/offloading area.<br>Spillages or oil slicks to be cleaned immediately to prevent slip hazards.<br>Hose connection points to have drip trays beneath where possible.<br>High levels of housekeeping to be maintained ensuring walkways are kept clear from trip/slip hazards.<br>Portable lighting to be utilized as required to ensure | 2             | 3 | 6 |


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|  |   | L            | S | R  |  | L             | S | R |
| Trailing hoses, oil slicks, poor housekeeping, and poor lighting. (cont.)  |   |              |   |    | adequate vision of walkways and pedestrian routes.   |               |   |   |
| Release of flammable material / misting of non-flammable material causing a flammable mist.                            | Fire and Explosion<br>Personal Injury<br>Environmental contamination.                                       | 2            | 5 | 10 | No ignition sources allowed within transfer areas when there is a risk of a flammable release or mist.<br>Emergency plan to be made available to and understood by all staff.<br>Drivers and operators to continuously monitor for leaks during loading and offloading.<br>Filters to be checked for blockage to ensure operating pressures are kept as low as possible.<br>Flexible hoses to be checked and inspected on a periodic basis.<br>Vacuum tankers to be checked during discharge for pressurised leaks.<br>Regular inspection of hoses, manifold, and connection points where appropriate.<br>All adjustments for connections made when hose is de-pressurised.<br>Earthing straps to be used as required.<br>Seals to be changed on a regular basis.<br>Fire Extinguishers available on all vehicles. | 1             | 5 | 5 |
| Leakage or spillage of substances hazardous to health.<br>Cleaning or changing filters.<br>Sampling and dipping tanker | Exposure to substances hazardous to health. (COSHH)<br>Exposure to substances hazardous to the environment. | 5            | 3 | 15 | Suitable gloves to be worn as relevant to the specific COSHH hazard as determined by the COSHH assessment.<br>Full body coverage should be adopted to prevent  | 2             | 3 | 6 |

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|  |                             | L            | S | R |  | L             | S | R |
| barrels.<br>Handling contaminated waste.<br>Component failure. |                             |              |   |   | contamination with skin.<br>Barrier creams are made available on internal assets.<br>High housekeeping and hygiene standards to be set and maintained.<br>Skin checks to be carried out periodically as determined by the individual risk level and role.<br>Gloves are to be kept clean and in good condition to prevent cross contamination of substances from surface to surface.<br>COSHH assessments are available for all substances handled and these are to be referred to in the event of an emergency.<br>Vehicles are equipped with saline eyewash and first aid facilities.<br>All spillages are to be cleaned up immediately using the vehicle spill kits in accordance with the spillage procedure.<br>Tanker barrels and transfer hoses are inspected and tested periodically.<br>Driver training in internal spill response and ADR procedures.<br>Drip trays should be utilised when changing filters.<br>All man lids must be closed prior to departure. |               |   |   |
| Excessive noise from vehicle pump or adjacent operations.      | Noise induced hearing loss. | 2            | 3 | 6 | Ear defenders issued where required and noise levels are above baseline acceptable levels.<br>Prompt maintenance and repairs to vehicles and vehicle pumps when excessive noise is identified.   | 1             | 3 | 3 |



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|  |                             | L            | S | R  |   | L             | S | R |
| Securing loads onto road vehicles.       | Loss of load on highway.    | 3            | 5 | 15 | <p>Drivers to be ADR Trained where applicable and have an up-to-date CPC.</p> <p>Drivers to be trained on the operation of the vehicle they are driving.</p> <p>Driver Handbook has instructions (pg. 24: 1.15) on Loading Safely.</p> <p>All vehicles to contain a spill kit for emergency clean ups and a copy of the spillage procedure and contact numbers required.</p> <p>Vehicles and trailers to be maintained, tested, and serviced as per legislation.</p> <p>All valves to be secured closed with pipe open ends capped during transit.</p> <p>All man lids to be closed during transit.</p> <p>Drivers to follow the procedure for material transfer using road vehicles.</p> | 1             | 5 | 5 |
| Use of air compressor and portable pump. | Pressurised release of air. | 2            | 3 | 6  | <p>Airlines are to be checked prior to use for signs of damage or excess wear and tear.</p> <p>Airlines to be checked periodically throughout the operation.</p> <p>Airline connections to be checked prior to the introduction of pressurised air.</p> <p>Airlines to be depressurised and isolated from the compressor prior to disconnection.</p>  | 1             | 3 | 3 |