

RISK & OPPORTUNITIES - RISK ASSESSMENT 006

WORK TASK	SAFE USE OF VEHICLES			
	<i>Works reference [where required]</i>		<i>Client / PC</i>	<i>Line manager/person in charge</i>
<i>Site/location</i>				
<i>Start Date:</i>			<i>End Date:</i>	
<i>Worker participation & consultation</i>				

METHOD OF ASSESSMENT	RISK ASSESSMENT METHODOLOGY		RISK ACTION LEVELS:	
PERSONS EXPOSED	Value Likelihood Axis	Value Severity of Harm Axis		
Employers' workers	1 Negligible	1 No harm	1-5	No action required
Other workers	2 Low	2 Minor	6-11	Low – limited action required
Members of the public	3 Likely	3 7day loss	12-	Medium – significant, action required following the principles of prevention
Visitors	4 Very likely	4 Specified injuries	19-25	High – significant, action may require technical input beyond the author
Plant operators	5 Certain	5 Catastrophic		
Young workers				
Others please state				
POTENTIAL NUMBER EXPOSED				

LIKELIHOOD	5	10	15	20	25
	4	8	12	16	20
	3	6	9	12	15
	2	4	6	8	10
	1	2	3	4	5
	SEVERITY OF HARM				










Risk rating calculated by: $L \times S = RR$, where L is the estimated likelihood value of an accident occurring, (Likelihood), S = the estimated value of the severity of harm because of a potential hazard being realised.
 RR^1 = the Risk Rating without controls in place and
 RR^2 = Residual Risk with controls in place.

HAZARDS	L	S	RR ¹	PRINCIPLES OF PREVENTION	L	S	RR ²
Unintended movement:	4	5	20	<p>Many workers, including drivers, are injured when vehicles unintentionally move: park vehicles on level ground. Avoid parking or stopping any vehicle on a slope, handbrake malfunctions are a common contributor to run-away accidents; certain types of construction plant can drive up slopes that are steeper than the vehicle's normal handbrake can hold them on – check safe slopes with the vehicle supplier; and turn off the engine before leaving a vehicle. There have been numerous incidents where drivers have accidentally operated control levers while climbing in or out of the vehicle. Leaving the engine running also encourages unauthorised use.</p> <p>The use of any site plant or vehicle should be restricted to competent drivers who have been authorised to operate that vehicle.</p> <p><i>Prevent unauthorised use by:</i> only allowing authorised drivers to hold vehicle keys. Drivers should not loan keys to other workers; instructing drivers to turn off a vehicle's engine and remove the key whenever they leave that vehicle; ensuring all vehicles are securely immobilised whenever the site is unoccupied.</p>	2	5	10
Movement warning;	3	4	12	<p>Select vehicles with the best view around them directly from the driver's position. Often it is the more recent models that have better direct vision. Avoid fitting additional components onto a vehicle in positions that obstruct the driver's view, e.g. racks to carry security grilles or supplementary exhaust filters.</p> <p>Some vehicles are fitted with vision aids such as mirrors or CCTV, which help drivers to see areas that they cannot view directly. If these aids are fitted make sure they are working, properly adjusted and that the driver has been instructed in their use. If the driver has restricted direct vision to the rear, the vehicle should be fitted with a reversing warning signal.</p> <p>Driver vision, vision aids and warning signals should never be used as the only precaution. The precautions from site management, planning and layout should be fully implemented first.</p> <p><i>Signs and instructions</i> Make sure that all drivers and pedestrians know and understand the routes and traffic rules on the site and provide induction training for drivers, workers and visitors.</p> <p>Post plans showing the traffic routes at site entrances, site notice boards and in other places where workers can easily refer to them.</p> <p>Provide standard road signs to warn, guide and instruct drivers on site. In particular, make sure that routes for delivery drivers and site visitors are clearly signed. If there are blind spots remaining around a machine, decide whether any further action is required.</p> <p>Consider: what blind spots remain (including any created by typical loads); the ways in which the machine can move and the position of any danger zones caused by those movements; and whether pedestrians, vulnerable structures, and anything that might cause the vehicle to overturn are effectively prevented from being in any danger zone that the driver cannot see.</p> <p>If further action to control the risks is necessary, review the site layout and management arrangements for avoiding such risks. If the risk cannot be removed by site changes, consider fitting additional vision aids or using a properly trained signaller to assist the driver.</p> <p>Make sure drivers are aware of the areas of limited visibility. Warn other workers as part of their induction.</p> <p>Keep cab windows and any vision aids clean.</p>	2	4	8

HAZARDS	L	S	RR ¹	PRINCIPLES OF PREVENTION	L	S	RR ²
Loading & unloading;	5	4	20	<p>Make sure vehicles are not overloaded as it may obstruct the driver's view and they may become unstable, difficult to steer or the brakes may be inadequate to stop the vehicle.</p> <p>Many construction vehicles have significant blind spots in various locations around the vehicle. In some cases, this can create risks to both nearby pedestrians and to the vehicle when the vehicle is moving. Any load that the vehicle is carrying can create temporary blind spots.</p>	2	4	8
Riding on vehicles;	4	4	16	<p>Do not let anyone ride on vehicles or mobile plant except where the vehicle has been designed to carry a passenger.</p>	2	4	8
Falling into any excavation or pit, or into water, or overrunning the edge of any embankment or earthwork:	4	5	20	<p>The risks from working plant in work areas must be controlled:</p> <ul style="list-style-type: none"> protect any temporary structures, such as scaffolds or falsework, which might be damaged and made unsafe if struck by a vehicle; protect any excavations and alongside any areas of water if vehicles may approach close by; take precautions, such as stop blocks, where vehicles tip materials into excavations; segregate the area around plant that slews (e.g. 360° excavators and mobile cranes). Do not rely on the driver using mirrors, cameras etc to check that the slewing area is clear, as their attention will typically be concentrated on the machine boom or jib; if slewing plant is being used then a slew crush zone of 0.6m clearance must be in place. <p>Construction vehicles work in harsh environments and require effective maintenance. A programme of daily visual checks, regular inspections and servicing schedules should be established according to the manufacturer's instructions and the risks associated with the use of each vehicle.</p> <p>Drivers should report defects or problems. Reported problems must be put right quickly and if they are safety critical, the machine should be taken out of use until repaired.</p>	2	5	10
Mounting and dismounting vehicles	4	4	16	<p>DON'T jump down – this is bad for your knees and you are more likely to fall.</p> <p>Always use steps and handholds if provided.</p> <p>Take a few seconds to climb down from the cab, load area or catwalk facing the vehicle and use the handhold.</p> <p>Report missing or damaged equipment.</p> <p>Before stepping off the vehicle, check for uneven surfaces such as potholes or kerbs which may cause you to slip.</p> <p>Wear well-fitting, slip-resistant safety footwear when working on vehicles.</p> <p>Keep the soles of your footwear clean to reduce the risk of slipping.</p> <p>Follow safe systems of work for loading and unloading vehicles.</p>	2	4	8

HAZARDS	L	S	RR ¹	PRINCIPLES OF PREVENTION	L	S	RR ²

ADDITIONAL CONTROLS	Statutory Inspections:	Permits: As may be required in certain work environments.
<p>Information, instruction and training & supervision: All workers & visitors are to be given specific information and Instruction by way of induction into site traffic arrangements/routes, unloading areas, parking and location of any emergency vehicle areas.</p>	<p>Monitoring: Work supervisors are to ensure that workers under their control adhere to any site-specific rules. Changes in the arrangements can be communicated through 'tbt's'.</p>	<p>Emergencies: Follow any specific site or principal contractor's procedures. Trained first aiders only may give first aid. All incidents must be reported as quickly as possible so that any accident reporting procedures can be dealt with i.e., RIDDOR</p>

PERSONAL AND RESPIRATORY PROTECTIVE EQUIPMENT		PPE/RPE must always be regarded as a last resort, the last line of defence. All other measures must be considered and if the use of PPE/RPE avoided where possible and practical. Where PPE/RPE is worn it must be suitable, compatible, and issue free. If in doubt ASK!				
 EN397 Industrial safety helmet	 EN13287 Slip resistant	 EN471.2	 As required	 As required		
 As required	 As required	 As required	 As required			
ADDITIONAL:						

MONITORING	<p>Briefing: person in charge/control of the activity is to brief those under their control this assessment.</p> <p>Change and review: The originator is responsible for ensuring that the assessment is reviewed when it is no longer valid. This could be after the results of any monitoring, changes in law, technology or work process. As a minimum the assessment is to be reviewed annually</p>
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PERSONS BRIEFED IN THE SAFE PROCEDURE OF THIS ACTIVITY/RISK			
PRINT NAME	COMPANY	SIGNATURE	DATE