

Risk Assessment Summary Sheet

REF 049

Activity/Workplace; Loading and Unloading

Generic Risk Assessment					Risk Assessment after application of Control Measures					
Hazard	Risk	Risk Group	Likelihood	Severity	Risk Rating before controls	CONTROL MEASURES	Responsible Person	Likelihood	Severity	Risk Rating after controls
Unsafe stacking Insecure load Vehicle overloaded Struck by moving vehicle	Material's falling from height causing serious injury and/or fatality And/or Road traffic incident	Employees General Public	3	5	15	Ensure that the vehicle is suitable for the work for which it is to be used. Ensure that there are guards on dangerous parts of the vehicles e.g. P.T.O.s, chain drives, exposed exhaust pipes. Ensure that goods are not carried in the cab of vehicles and that the dashboard is kept free of materials. Ensure that the vehicle has the correct type and quantity of load restraining devices and that they are in good condition. Tailgates and sideboards should be closed wherever possible. Overhanging loads should be avoided. Where these cannot be avoided then the overhang should be minimised and suitably marked. It should never block the rear lights of the vehicle. The maximum overhang on the side of a vehicle shall not exceed 300mm. Some loads can leave a dust or grease behind, which might make another load slip whilst being transported. Ensure that the bed of the vehicle is swept and/or degreased to improve load safety. Avoid the need to walk on top of the vehicle where possible. Ensure that the vehicle is not loaded beyond its rated capacity. Loading and unloading operations to be carried out where possible in an area away from passing traffic, pedestrians and others. Drivers should familiarise themselves with the visual appearance of the vehicle they are operating when it is loaded to the maximum legal weight. There will be instances where the vehicle is being loaded without access to a weighbridge e.g. loading at chip depots during surface dressing. Vehicles to be braked or stabilised to prevent unsafe movement during loading and unloading. Ensure that the load is spread evenly, to avoid the vehicle or trailer becoming unsafe. Check that loads are secured and arranged so that they	Driver of Vehicle Line Management	2	5	10

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						cannot move about. Goods & equipment should be arranged to allow for efficient unloading. Ensure loading restraints are stowed properly when not in use. The Gross Vehicle Weight (GVW) includes the unladen weight of the vehicle and must not be exceeded in any circumstances. The GVW can be obtained on the manufacturer's plate on the cab of vehicle. In the event of any doubt regarding the GVW drivers should contact the Machinery Yard. If the driver is unsure about the safety of a vehicle he/she must contact his supervisor. If towing please refer to RA 51 on Towing Toolbox talks to be provided to employees on an ongoing basis				