

**Risk
Rating**



Risk Assessment & Method Statement

Task/ activity: MDR automated plant - Optical sorting machines, plant cleaning and maintenance

Task/ activity description:

PLANT CLEANING AND MAINTENANCE OPERATIONS FOR THE AUTOMATED SORTING PLANT IN THE MDR EXTENSION, INCLUDING, CONVEYORS, CHUTES AND OPTICAL SORTING FIXED PLANT MACHINERY



Likely to be effected: Operatives, sub-contractors

Risk Scoring = multiply severity by probability SxP=R

Severity	Probability	Risk Category
5 Fatality or disaster	5 Highly likely	
4 Major injury, damage or loss	4 Very likely	High = 15-25
3 Reportable injury or occurrence	3 Likely	Medium = 9-14
2 Minor injury, less than 3 days lost time or minimal loss	2 Unlikely	Low = 1-8
1 Minor injury, no lost time or damage	1 Very unlikely	

Hazard	Control measures to be taken to reduce risk	Risk Scoring		Risk rating
		S	P	
Contact with machinery -Death -Major injury -Crush -Entanglement	- Only trained, competent and authorised personnel to carry out maintenance works. - Operatives must have suitable knowledge of the plant and hazards. - Maintenance works must be planned in advance with the manager/supervisor. - All plant equipment must be switched off and locked out prior to commencement of works.	5	3	15

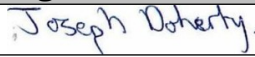
	- All operatives in the plant to be made aware of the works. - Access of the sorting machines must be via the approved access hatch that has been fitted with a magnetic interlocking isolator and in compliance with lock out procedures. - Operatives should attempt to start the machine when all other control measures are in place to ensure the machine can't run. - No lone working permitted. Operatives must work in pairs or be supervised. - Operatives must maintain constant radio contact.			
Mechanical failure/work equipment -Major injury	- Operatives to visually inspect the machine before use. Checking for damage or defects. - Operatives must be familiar with the workings of the optical sorting machines and have knowledge and experience on how to carry out the work or to work under direct supervision for training purposes. - If any defects are identified, it must be escalated for action immediately. - Fixed plant machinery must be inspected at appropriate intervals by a competent person. - Recommended manufacturers maintenance must be undertaken at as per the manufacturer's recommendations.	4	3	12
Falls from height -Fatality -Major injury	- Access for general cleaning and maintenance must be carried out from the approved safe walkways with appropriate guardrails. - Maintenance tasks that require works from height are to be planned by a competent person. - Safety Harness must be worn when working from a MEWP. - Safety Harness must be inspected before use by the operative.	4	3	12
Lack of information,	Maintenance must be planned in advance and the operatives must obtain a permit to	5	2	10

instruction, training and supervision. -Major injury -Death	carry out the maintenance works. • All personnel in the plant should be made aware of the maintenance, where and when it is occurring. • Only people who are trained, competent and authorised to complete the works are permitted to do so. • The Safe System of Work must be followed at all times. Do not try to take shortcuts. • Lock out procedures must be followed, and the optical sorting machines and conveyors must be isolated to prevent accidental activation. • Two-way radio contact to be maintained throughout the maintenance operation. • Operatives must have access to the operating manual for the machine and be familiar with the contents.			
Fire -Burns -Major injury -Death -Fire in flammable waste materials -Smoke inhalation	• Fire Watch must be in place via the individual supervising the works. • Hot works permits are to be completed before undertaking hot works. • Appropriate means of fire suppression are to be prepared and readily available in case of emergency. • Persons carrying out the work are to be familiar with the safe use of suppression systems. • Works area is to be tidied before starting to work and flammable materials removed from the area before starting the work. • Fire watch must be assigned during the hot works permit phase. • Operatives must be instructed on the emergency procedures and be aware of the fire exits.	4	2	8
Electrical hazards	• Only authorised Electricians to Carry out work on the Power Supply & electronic	5	2	10

-Death -Major injury	systems. Fixed plant machinery must be shut down, isolated, and checked to ensure all power in the system has been discharged before starting work.			
Compressed air -Major injury	- Compressors are to be inspected as per manufacturers recommendations. - Only authorised personnel can carry out works on the compressor systems. - The scale on any gauge must be observable and clean. - The drain valve, safety valve, examination holes and manholes must be kept accessible. - Pressure relief valve must be clearly marked and kept free from obstruction.	4	2	8
Slip / Trip / Falls -Major injury	- Safe access to working area must be maintained. - General good housekeeping to be maintained. Remove loose waste items from walkways regularly. - Ensure there are no trailing cables. - Work at height must be planned. - Safe access to the working area must be identified and marked out. This is to be adhered to. - Work must be planned ahead, and all necessary materials and equipment should be readily accessible to remove the need for frequent movement around the plant. - After the maintenance works are completed, all materials and equipment should be properly stored, or where necessary, disposed of. - Physical prop must be in place to prevent the sudden movement of the access hatch.	3	2	6

Confined space -Death -Major injury	- Where possible tasks such as clearing blockages should be completed from outside the space where possible - Before accessing the optical sorts safe working platform, the operative must communicate and plan the works with his supervisor and ensure to work in teams of two with one person supervising from outside of the sorting machine working platform. - The operative performing the works must be competent and authorised to carry out the work safely. - Two-way radio contact must be maintained. - Suitable rescue plan must be in place before work commences. - Permit to work is required for any maintenance task relating to working from the safe platform within the optical sorting machine.	5	3	15
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Approval and review

Assessor:	Signature:	Position:	Date:
Wesley Jameson		Health & Safety Manager	Apr 2024
Approved by:	Signature:	Position:	Date:
Joseph Doherty		Chief Executive Officer	Apr 2024
Reviewed on:	Apr 2024	New version number:	4
Date of next review:	Apr 2025, or as an when required		

PPE requirements

- Hard hats, safety boots, gloves, high-vis

Method statement

COMMUNICATION AND PLANNING

- Only trained and competent personnel are authorised to perform maintenance task on the automated sorting plant machinery.
- Maintenance works must be properly planned in advance with the plant manager/supervisor.
- Hot works permits must be completed if hot works is required.

- All plant operatives must be informed of the maintenance via two-way radio.
- Two-way radio contact must be maintained throughout the maintenance operations.
- Maintenance work must be completed in a controlled manner, and Safe Systems of work must be always followed. Only trained, competent and authorised personnel are permitted to carry out maintenance works on the Lindner.

ISOLATION AND LOCK-OUT PROCEDURES TRAINING

Step 1 – Communication, preparation, and notification.

Step 2 – Follow the SSOW to shut down and isolate the machinery – removing all sources of power and stored energy.

Step 3 – Use the Lock-out tags provided. Keep the key in your pocket until the job is finished.

The tag can only be removed by the responsible person who applied it.

Step 4 – Maintain communication throughout the works. Restart equipment following the SSOW.

Safety Devices and safe access to optical sorting machines

1



Sorting machines must be fully switched off and isolated. Keys must be removed and kept in the pocket of the maintenance operative, operative to attempt to start the machine to ensure it won't start and any residual power has been purged from the system.

is in place to ensure a safe working platform for maintenance activities and this allows

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