

**Risk
Rating**



Risk Assessment & Method Statement

Task/ activity: Sheeting & unsheeting/ Opening and closing roof covers

Task/ activity description:

TASK DESCRIPTION: SHEETING AND UNSHEETING INVOLVES COVERING OR UNCOVERING TRAILERS WITH A SHEET OR NET TO CONTAIN LOOSE MATERIAL AND PREVENT SPILLAGE.



Likely to be effected: Drivers, Operatives, Visitors

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	Scoring		Residual risk
		S	P	
Falls from Height	- Only operatives that are trained, competent and authorised to carry out this task are permitted to do so. - Work is planned to ensure a safe means of access is provided. - All equipment is provided and	5	2	10

	maintained to required legal and other standards. • Suitable passive fall arrest safety equipment to be used as appropriate. • All equipment is to be checked prior to use to ensure it is in good working order. • The trailer must be parked in a designated sheeting/unsheeting area. • Sheeting/unsheeting should be carried out away from other users. • Sheeting/unsheeting to be carried out on secure, level ground which should be clear of debris. The automatic system should be used where provided. • All sheeting/unsheeting must always be carried out away from overhead cables. • PPE must be worn when using the trailer platform (safety footwear, gloves, hard hat/bump cap). Footwear to be clean and mud free before accessing lorry/trailer. • Access to the rear of the truck should be via fixed access steps only. • The secure platform must be used where provided, and the chain must be closed once inside the access platform. • The roof sheeting should be rolled open/closed. • After opening/closing the operative must exit the platform and close the chain. • Exit the rear of the truck and secure roof sheeting with ratchet straps. • The roof cover and load must be checked before exiting the site. • For uncoupled trailers, the suitable access ladder to be used to access the ladder platform. • Ladders to be secured or footed at all			
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	times. • Where provided, close the chain once inside the access platform. • Where access/platform ladders are not available a tag line may be attached to the roof cover. • A banksman must be in place, standing clear of the tagline, to ensure that there are no operatives in the vicinity or on the opposite side of the load. • Once given the all clear by the banksman, the tag line may be cast across the trailer. The tag line can then be used to pull the roof cover across the trailer.			
Crushing / Trapping / Impact	• Drivers must be vigilant and aware of their surroundings and others vehicle users in the area whilst operating the vehicle. Always using reversing cameras and/or mirrors when moving about the site. • Operatives/drivers must be vigilant and aware of their surroundings whilst outside of their vehicle. Be aware of surrounding vehicles. • Drivers must ensure that the handbrake is engaged and keys are removed, prior to exiting the cab of the vehicle. • Drivers and operatives must be trained, authorised and competent to carry out this task. • Operatives must be familiar with the site layout and hazards. • Appropriate PPE (hi-vis clothing/vest and bump cap) must be worn at all times on site. • Drivers and operatives must have completed the health and safety induction and must obey all health and safety rules and procedures in place on	5	2	10

	site. • Drivers must park away from overhead cables and power lines, and any low-level overhead obstructions. • Sheeting/unsheeting must only occur in the designated area. This should be isolated away from other road users. • Trailers/containers must not be overfilled above the waterline of the sides and the trailer evenly loaded.			
Slip / Trip / Falls	• Access to the rear of the truck only via fixed access steps. • Uncoupled trailers – suitable access ladder to be used. Access the secure platform on the trailer. • Safety footwear, hard hat and gloves must be worn. • Footwear should be clean and free from mud before accessing the lorry/trailer. • Pre-use checks to be completed before beginning sheeting/unsheeting. • Any defects to be reported to the Line manager as soon as possible and repairs carried out. • Defected equipment is not to be used. • Use a gantry where provided with harness and safety line away from other vehicle users.	4	2	8
Abrasions	• Drivers to be aware of the loads being carried. Drivers should be particularly aware of sharp objects (broken glass, needles, metals, etc.) while sheeting and unsheeting. • Cut protection gloves are supplied and must be worn at all times during sheeting/unsheeting. • Damaged gloves should be replaced. • Where material needs to be removed, use a brush, shovel, or scraper to	3	2	6

	remove the debris from the cover. All accidents/incidents must be reported to a line manager.			
Adverse Weather Conditions	- Drivers are to be aware of the weather conditions while sheeting or unsheeting. - Hi-vis outdoor weather clothing to be worn. - Drivers to be aware of high winds and remain within the confines of the platform on the trailer with edge protection in place (chain where fitted).	4	2	8
Manual Handling	- Automatic sheet to be used where fitted. - Use a gantry where provided with harness and safety line away from other vehicle users. - Drivers to use the platform on the trailer with edge protection in place (chain where fitted).	4	2	8
Unintentional Movement of Loads	- Drivers to check the load before sheeting or unsheeting. Where there is any uncertainty or concern regarding unintentional movement of loads, do not carry out sheeting/unsheeting – contact a line manager or supervisor. - Driver to check loads at regular intervals on route to destination.	5	2	10

Approval and review

Assessor:	Signature:	Position:	Date:
Wesley Jameson		Health & Safety Manager	Sep 2025
Approved by:	Signature:	Position:	Date:
Joseph Doherty		Chief Executive Officer	Sep 2025
Reviewed on:	Sep 2025	New version number:	3
Date of next review:	Sep 2026, or as an when required		

PPE Requirements

- Hard hat/ bump cap, hi-vis clothing, safety boots, safety gloves,

Method statement

Planning:

- Work is planned to ensure a safe means of access is provided.
- Damage or defect to work equipment must be reported to the garage to be repaired. Damaged equipment is not to be used.
- Only trained, competent, and authorised personnel are permitted to carry out sheeting/unsheeting.
- All equipment is provided and maintained to required legal and other standards.

Physical:

- Where there is likely to be debris falling, the risk should be assessed and chutes or full enclosure will be used and nets will be erected, or fans will be erected to protect third parties.
- All operatives working above and below overhead operations will wear safety helmets.
- Suitable passive fall arrest safety equipment to be used where appropriate.
- Drivers need to be always aware of their surroundings and be vigilant of other vehicle users in the area.
- Drivers must park away from overhead cables and observe the area for low level overhead obstructions.
- Before exiting the cab of the Lorry ensure handbrake is engaged and the keys are removed. Park in a designated sheeting/unsheeting area, or gantry provided with harness and safety line away from other vehicle users. Do not block emergency exits.
- Hi-Vis vest/jacket, safety footwear, hard hat/bump cap, gloves, safety glasses to be worn and follow the site rules.
- Trailers/containers must not be overfilled above the Waterline of the sides and the trailer evenly loaded.
- Loads must be secured before sheeting. No unstable, dangerous loads are permitted to be released.
- Access the rear of the truck via fixed access steps.
- When accessing the secure platform on the trailer, safety footwear, gloves, hard hat must be worn. Footwear must be clean and mud free before accessing the lorry/trailer.



- A suitable access ladder to be used to access the ladder platform of uncoupled trailers. Ladders to be secured or footed at all times.
- Pre-use checks to be completed on work equipment. Any defects to be reported to line manager as soon as possible and repairs carried out. Damaged equipment is not to be used.
- Automatic sheet to be used where fitted, use a gantry where provided with harness and safety line away from other vehicle users.
- Drivers to be aware of the weather conditions whilst sheeting and unsheeting.
- Hi-Vis, outdoor-weather clothing to be worn. Drivers to be aware of high wind speeds and remain within the confines of the platform on the trailer with edge protection in place (chain where fitted).
- Where access or platform ladders are not available a tag line may be attached to the roof cover. A banksman must be in place and stand clear of tagline, to ensure that there are no operatives in the vicinity or opposite side of the load. Once given the all-clear by the banksman, the tag line may be cast across the trailer. The tag line can then be used to pull the roof cover across the trailer.

Managerial/Supervisory:

- All equipment used will be checked into ensure it is in good working order.
- Work will be monitored to ensure that additional precautions and equipment is taken into use if edge protection is removed. Drivers to inform Transport Management in this case.

Training

- Training and instruction must be provided to all operatives and supervisory staff involved in the use of line and harnesses, and in inspection and assessment of PPE before use.
- Drivers shall have received training to CSR Cards.