

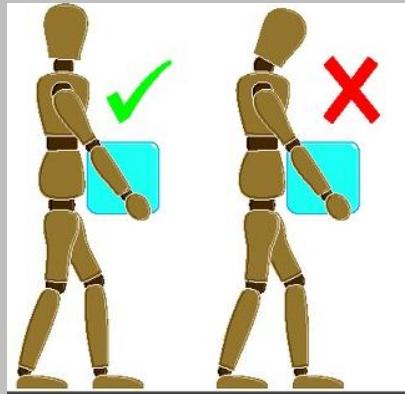
## Risk Rating

# Risk Assessment & Method Statement

### Task/ activity: Manual handling

#### Task/ activity description:

This risk assessment only covers manual handling activities in the Re-Gen Waste workplace.



#### Likely to be effected: Operators, subcontractors, 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	Risk scoring		Risk rating
		S	P	
<b>Physical demands of hand sorting at waste picking lines</b> <ul style="list-style-type: none"> <li>- OOS injuries/RSI</li> <li>- Potential Contact with hazardous items</li> </ul>	<ul style="list-style-type: none"> <li>• Belt speeds to be maintained at speeds under 10m/min to reduce potential for motion sickness and excessive pick rates leading to musculoskeletal stress.</li> <li>• Employees to receive regular breaks (30mins per 3 hours).</li> <li>• Recycling operatives to read and understand risk assessments for their role.</li> <li>• Belt height and width designed to reduce the need for reaching, stooping, or twisting.</li> <li>• Engineered sorting mechanisms to remove potentially harmful and heavy materials before material reaches the picking lines.</li> <li>• Adequate lighting is provided.</li> <li>• Where necessary, picking operatives may use steps to improve accessibility to the picking line.</li> </ul>	3	2	6

	<ul style="list-style-type: none"> <li>• Back supports are available to employees.</li> <li>• Picking operatives to report to supervisor if they experience any pain or discomfort.</li> <li>• Operatives to be able to comfortably reach the emergency stop pull cord.</li> <li>• Employees are provided with cut 5 resistant safety gloves.</li> <li>• Operatives are to wear appropriate, non-slip safety footwear as provided. This will have the proper arch and heel support.</li> <li>• Employees encouraged to carry out warm up activities</li> </ul>				
<b>General manual handling during maintenance activities.</b>	<ul style="list-style-type: none"> <li>• All loads' weights are to be identified before lifting and alternative methods incorporated if reasonably practicable.</li> <li>• The operative must be fit and free from any injury before lifting operation starts.</li> <li>• A suitable and sufficient risk assessment need to be carried out on all tasks involving lifting operations, and reassessed if there has been a significant change in the manual handling technique.</li> <li>• Operatives must seek assistance and discuss the operation with their line manager, if they are unsure of any detail, such as weight of the load or method of work.</li> <li>• Operatives are instructed in usage of mechanical lifting aids.</li> <li>• Operative must make sure they have a suitable grip by using <b>palm grip</b> whereby not just the fingers, but the <b>palm</b> of the hand is utilised. (Sharp edges, holes or unstable areas must be avoided)</li> <li>• All employees need to stay focused and alert on the job at hand.</li> <li>• You must be trained, authorised and competent about the working of tools and equipment.</li> <li>• Beware of sharp edges and avoid the possibly of trapped digits etc</li> <li>• Personnel undertaking such task are trained in manual handling techniques such as: <ul style="list-style-type: none"> <li>- Proper foot position</li> <li>- Lifting with the power of legs.</li> <li>- Assessing load before lifting</li> <li>- Team lifting</li> <li>- Environment consideration.</li> </ul> </li> </ul>	<b>3</b>	<b>4</b>	<b>6</b>	
<b>Manual handling during replacement of parts such as:</b> - Electric motors - Conveyors - Steel Beams	<ul style="list-style-type: none"> <li>• All operations are planned, supervised, and carried out in a safe manner by people who are competent. Individual capability, the nature of moved objects and all work area conditions must be assessed before the work begins. Lighting, ground conditions, other hazards, weather etc.</li> </ul>	<b>4</b>	<b>2</b>	<b>8</b>	

- Rollers	<ul style="list-style-type: none"> <li>• All operations must be supervised, and two-way radio communication maintained.</li> <li>• Team lifting to be planned and directed by one competent person.</li> <li>• Any motor replacement must be assessed by a competent person with appropriate lifting equipment used considering the weight and other factors.</li> <li>• Replacement of conveyors must be planned, assessed and undertaken only by trained competent personnel taking into consideration the type of load and the location for the task.</li> <li>• Do not place your hands and fingers near moving parts of an equipment or heavy machinery,</li> <li>• Any steel beams handling will be undertaking using guide ropes where adequate Scissor Lifts, FLTs, Telehandlers Suitable Chains &amp; Slings are available to assist with the Lifting of Equipment.</li> </ul>				
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### 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:	2
Date of next review:	Sep 2026, or as and when required		

### PPE Requirements

- Cut 5 resistant safety gloves, back support if needed, safety boots with arch support if needed,

### Training:

- All management and employees require manual handling and lifting techniques training and records kept of such training.
- Contractors, subcontractors, and self-employed are also required to have completed manual handling training.

### Method statement

### Planning:

- All loads weights are to be identified before lifting and alternative methods incorporated if reasonable practicable. The operative must be fit and free from any injury before lifting operation starts.

- A suitable and sufficient manual handling assessments need to be carried out on all loads if reasonably practicable, and reassessed if there has been a significant change in the manual handling technique

**Physical:**

- Before starting ensure that the following is adhered to if at all reasonable practicable; -
- The Task (Do they involve) - Is the load going to be carried at a distance from the body, is the person going to twist at the trunk, stooping, or reaching upwards. Is there going to be excessive movement of the load especially, lifting or lowering, excessive carrying distance, pulling and pushing or sudden movement of the load. Is the person going to get insufficient rest periods or is a rate of work imposed on the person?
- The Load (Are there) – Are the loads, heavy, bulky or unwieldy, difficult to grasp, unstable, or which is likely to shift. Are there sharp, hot or otherwise potentially damaging items, objects.
- The Working Environment (Are there) – Is there space constraints preventing good posture. Is the surface uneven, slippery, or unstable, variation in level of floors and work level. Is there an extreme of temperature or humidity, or ventilation problems, poor lighting conditions?
- Individual Capacity (Does the job) – Does the load require unusual strength, height etc. Does it create hazards to those who might reasonably be considered to or have a health problem. Does it require special information or training?
- Other Factors – Is the movement hindered by personal protective equipment.
- Ensure that all operatives make full and proper use of any system or work provided for his or her use.

**Managerial/Supervisory:**

- Regular checks are required to ensure that correct manual handling and lifting techniques are used at all times and do persons place themselves in positions that may cause health problems. All persons reporting with an injury due to manual handling then a full investigation is required to ascertain the reason and the measures to stop the reoccurrence.