

**Risk
Rating**



Risk Assessment & Method Statement

Task/ activity: Safe access to Lindner for maintenance tasks

Task/ activity description:

THIS RISK ASSESSMENT DETAILS THE PRECAUTIONARY STEPS TO TAKE BEFORE UNDERTAKING MAINTENANCE TASKS ON THE LINDER. THIS ASSESSMENT DETAILS THE SAFETY DEVICES



Likely to be effected: Operatives, subcontractors

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	

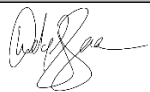
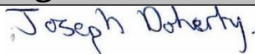
Hazard	Control measures to be taken to reduce risk	Scoring		Risk rating
Contact with moving machinery - Death - Major injury - Crush - Entanglement	- Only trained, competent and authorised personnel to carry out works. - Operatives must have suitable knowledge of the plant and hazards. - Maintenance works must be planned in advance with the manager/supervisor. - All plant equipment must be switched off prior to commencement of works. - The Lindner must be set to maintenance mode or isolated and locked out before	5	2	10

	starting the task. • All operatives in the plant to be made aware of the works to reduce the risk of accidental activation of the plant. • Physical props and guards to be fixed in position to prevent movement of machinery. Guards must be to the manufacturers' standards. • 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. • No loose clothing or jewellery is to be worn.			
Mechanical failure/work equipment • Major injury	• Operatives to visually inspect the machine before use. Looking out for damage, defects. • Operatives must be familiar with the workings of the Lindner and the have knowledge and experience 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.	4	2	8
Lack of information, instruction, training and supervision. • Major injury • Death	• Maintenance must be planned, and the operatives must ensure that shift supervisor and other operatives are informed before the works commences. • 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 shredder must be isolated to prevent accidental activation. • Plant machinery must be completely shut	5	2	10

	- off before commencing works. - Two-way radio contact to be maintained throughout the maintenance operation. - Operatives must have access to the 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.	4	2	8
Electrocution	- Only authorised Electricians to Carry out work on the Power Supply & power to the Motors. - Fixed electrical testing is undertaken at appropriate intervals.	4	2	8
Slip / Trip / Falls	- 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	4	2	8

	necessary, disposed of.			
	Physical prop must be in place to prevent the sudden movement of the access hatch.			
Confined space	- This task must be undertaken in teams of two, with operative supervising in case of emergency. - Safe and clear access to the area is to be maintained at all times.	4	2	8

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:	2
Date of next review:	Apr 2025, or as an when required		

PPE Requirements

- Hi-vis clothing, 2-way radios, safety gloves and boots,

Method statement

1. COMMUNICATION AND PLANNING

- 1.1 Only trained and competent personnel are authorised to perform maintenance on the shredder.
- 1.2 Maintenance works must be properly planned in advance with the plant manager/supervisor.
- 1.3 All plant operatives must be informed of the maintenance via two-way radio.
- 1.4 Two-way radio contact must be maintained throughout the maintenance operations.
- 1.5 Maintenance work must be completed in a controlled manner, and Safe Systems of work must be followed at all times. Only trained, competent and authorised personnel are permitted to carry out maintenance works on the Lindner.



2. **Safety Devices** 2.1 Machine control panel is to be set to manintenance mode or completely isolated with the key removed from the control panel and kept in the pocket of the maintenace operative.

- 2.2. The Lindner has an interlocking safety mechanism. When the door is opened exposing the teeth, the blue bar moves down, disconnecting from the red device and isolating the machine.





2.3 The physical prop should be inserted into place inside the lindner, to prevent the access hatch from suddenly dropping.



2.4 Once all safety devices have been set and the machine is in the Maintenance mode 3 the operative should attempt to run the machine to ensure no other function of the machine can operate.