

**Risk  
Rating**



## Risk Assessment & Method Statement

**Task/ activity:** GLASS PROCESSING

**Task/ activity description:**

### OPERATING GLASS PROCESSING MACHINERY



**Likely to be effected:** Operatives, subcontractors

**Risk Scoring = multiply severity by probability SxP=R**

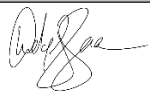
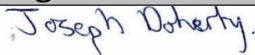
| Severity                                                   | Probability     | Risk Category |
|------------------------------------------------------------|-----------------|---------------|
| 5 Fatality or disaster                                     | 5 Highly likely |               |
| 4 Major 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 |
|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---|-------------|
|              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |         |   |             |
| Entanglement | <ul style="list-style-type: none"> <li>Glass Plant to be shut down / Locked out while maintenance is being carried out.</li> <li>No Unauthorised Personnel allowed in the Glass Plant</li> <li>All Head &amp; Tail Drum Guards to be in place – only removed when the plant is shut down / locked out.</li> <li>Operatives to Use a Two-way Radio to maintain contact with the Plant Operator.</li> <li>Area access, door to be locked shut while plant is</li> </ul> | 5       | 2 | 10          |

|                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |   |   |   |
|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|---|---|
|                            | <p>Operating</p> <ul style="list-style-type: none"> <li>• The isolators / Emergency Stops that cut the power supply to Glass Plant are identified.</li> <li>• All work undertaken from suitable working platforms. Platforms guarded &amp; handrails to all stairways to prevent falls on to moving Conveyors.</li> <li>• Any blockage should only be removed with the belt locked off (See lock out procedures)</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                    |   |   |   |
| <b>Noise</b>               | <ul style="list-style-type: none"> <li>• Noise Levels around the Glass Plant are above 80dba – Hearing Protection is supplied / available &amp; must be worn whilst working around the Glass Plant.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 4 | 2 | 8 |
| <b>Electrocution</b>       | <ul style="list-style-type: none"> <li>• Only authorised Electricians to Carry out work on the Power Supply &amp; power to the Motors on the Glass Plant. Power to the Glass Plant to be Isolated before any work commences &amp; the power supply to be locked out.</li> <li>•</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 4 | 2 | 8 |
| <b>Slip / Trip / Falls</b> | <ul style="list-style-type: none"> <li>• The area is kept clear of General Rubbish; Good housekeeping standards and practises are maintained to minimise the risk of slips and trips.</li> <li>• Walkways are cleaned regularly throughout the shift and waste removed.</li> <li>• Safety footwear will be worn at all times.</li> <li>• Operatives to be aware of the ground / Floor Conditions at all times.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                      | 4 | 2 | 8 |
| <b>Falls from Height</b>   | <ul style="list-style-type: none"> <li>• Assess gained to the glass plant by the walkway provided.</li> <li>• Where an independent ladder is required, this must be secured / tied to the plant or footed by another operative.</li> <li>• Ladders must only be used as a Last resort, &amp; for access only maintaining 3 Points of Contact at all times</li> <li>• Where there is no edge protection in place harnesses must be used and connected to the fixed harness points or a secure location on the frame.</li> <li>• Operatives must work in pairs where there is work at Height.</li> <li>• Scissor Lift or Boom Lift to be used where possible, Mobile Scaffolding Tower to be used, to prevent Falls from Height while cleaning or maintaining the Glass Plant</li> <li>• Two-Way Radios to be available at all times.</li> </ul> | 4 | 2 | 8 |

|                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |   |   |           |
|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|---|-----------|
|                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |   |   |           |
| <b>Vehicle Movements</b> | <ul style="list-style-type: none"> <li>Lights and Flashing beacons to be used at all times.</li> <li>FLT Drivers to be aware of Operatives &amp; other vehicle users in the area, sound their horn at blind Spots &amp; maintain 5 Metres away from operatives where possible.</li> <li>Operatives to be aware of FLTs when exiting the building.</li> <li>Loading Shovel at Glass Plant Bay to be vigilant for Operatives &amp; other vehicle users in the area, Speed Limit <b>5mph.</b></li> </ul> | 5 | 2 | <b>10</b> |
| <b>Falling objects</b>   | <ul style="list-style-type: none"> <li>Access to the glass plant is restricted to approved personnel only.</li> <li>Protective equipment must be worn.</li> <li>Hard hat/ bump cap, Safety Glasses, Steel toe cap boots, cut 5 gloves.</li> </ul>                                                                                                                                                                                                                                                     | 4 | 2 | <b>8</b>  |

### 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:     | 3        |
| Date of next review: | Apr 2025, or as an when required                                                    |                         |          |

### Required PPE

- Hard hat/ bump cap, Safety Glasses, Steel toe cap boots, cut 5 gloves, hi-vis clothing

### Method statement

- Machinery automated Camera installed to maintain vision on the conveyor belts from Control Panel at Main Plant
- Suitable and sufficient emergency stop devices to the glass processing machinery are in Place.
- All maintenance work undertaken from suitable working platforms / Mobile Towers / Cherry Pickers or Boom Lift, Ladder when required with Team Work.
- Platforms fully guarded, handrails to all stairways to prevent falls from height.
- Lock out key system provided for maintenance and blockage purposes.

- Operators must wear all PPE provided: ear defenders, suitable safety footwear, hi-vis clothing, goggles and protective gloves.
- Glass Plant machinery operators, mobile plant operators and others to be vigilant of their surroundings at all times and to be vigilant of traffic hazards on either side of the Glass Plant.
- Ensure safe working practices are in place and everyone has been trained in those procedures. (See safe working procedure).
- Recorded Pre-start safety checks should be carried out on the equipment.
- Operatives working around the Glass Plant to use Two-way Radios to maintain contact with the Plant Supervisor.
- Manual Handling should be considered when planning any maintenance tasks.