

**Risk
Rating**



Risk Assessment & Method Statement

Task/ activity: Fingertip analysis of SRF samples

Task/ activity description:

Manual selection of material for analysis of SRF plant.



Likely to be effected: Operator, other workers, workers families, society at large, health workers

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
Hazardous substances - contact with eyes, or skin. - Serious eye damage - Serious eye irritant	- PPE is mandatory. Cut 5 protection safety gloves are to be worn. No short sleeves are permitted, arms are to be covered. - Recycling operatives to read and understand risk assessments for their role. - Staff trained to identify hazardous waste such as needles, glass etc. Hazardous material must not	4	2	8

Irritant to the skin	- be handled. - Any hazardous substance observed is to be reported and discussed with the supervisor prior to removal. - Eye protection to be worn. - Any irritation, discomfort or accidental ingestion must be reported to the employee's manager/supervisor and to the health and safety manager. - First aiders are present on site. - Welfare facilities to be well maintained with soap and hot water facilities.			
Slips, trips, and falls - Trailing cables, debris, poor housekeeping, spillages - Resulting in fracture, bruising, cuts	- Walkways to be kept clear. - Good standards of general housekeeping to be maintained. Debris to be removed from walkways. - All employees including managers, supervisors, and workers to receive regular information instruction and training in the safe operations of the facility. - Safety footwear to be worn and maintained in good condition.	4	2	8
Manual handling - Musculoskeletal injury - RSI	- The operative is to take regular breaks from the work activity. - Table for fingertip analysis is placed at waist height to reduce the need for bending, stooping, or reaching during fingertip analysis. - Appropriate safety footwear is to be worn. - Operative to be informed and aware of the potential hazard. - The size of samples taken, should be kept to a minimum to reduce the risk of injury.	4	2	8
Fire - Risk of serious injury or death - Asphyxiation from smoke inhalation - Damaged equipment and	- No smoking is permitted on site, except in the designated smoking area. - Fire extinguishers to be accessible at all times. - Fire extinguishers to be regularly inspected to ensure tags are in place. - All bins with shredded material to be	4	2	8

or building	removed from the shed after each shift. Fingertip analysis occurs by hand and is a low-speed process. There are no mechanical processes (such as shredding). There are therefore no sources of ignition in this process.			
Cuts, abrasions, splinters, or pricks. Risk of infection (Needle Stick Injuries, Sharps).	- Engineered controls are in place in the SRF plant to separate hazardous waste via mechanical sorting processes, to eliminate as much as possible prior to sample collection. - P.P.E is mandatory – cut 5 protection gloves, safety boots, safety glasses. - Only trained competent and authorised personnel to carry out fingertip analysis. - Recycling operatives to read and understand risk assessments for their role. - Staff trained to identify hazardous waste such as needles, glass etc. Hazardous materials must not be handled. - First aiders are present on-site during plant operations. - Sharps and needles must be reported to the supervisor and disposed of in the yellow hazardous waste bins.	3	2	6
Dust Long term illness/ Death	- The external door to the area is kept open to ensure for adequate ventilation and provision of fresh air. - Quantity in samples is kept to a minimum required to reduce volume in the shed, and thus the potential for airborne particles. - Fingertip analysis occurs by hand and is a low-speed process. There are no mechanical processes (such as shredding). This reduces the potential for airborne particles of dust. - FFP2 masks are available.	3	2	6

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

- Cut 5 protective gloves must be worn when collecting samples and during fingertip analysis, safety boots and glasses

Method statement

- Full PPE (hi-vis vest, safety boots, bump cap) must be worn when moving between the plant and the stores.
- All accidents, incidents and near misses must be reported to the health and safety department.
- Buckets of sample material to be retrieved from MSW by trained, competent and authorised employees only.
- Samples to be transported to the breakdown shed for fingertip analysis in the red sample buckets.
- Operatives are to follow the designated walkway, beside the marquee and across the zebra crossing, to access the shed.
- The red buckets with the samples should be placed on the scale and weighed. This weight should then be recorded.
- The red bucket should then be placed on the table in the breakdown shed, at waist height, to reduce the risk of musculoskeletal strains. The large black bin should be placed beside the table to collect the sample following fingertip analysis.
- The sample should then be poured onto the table for fingertip analysis.
- Hazardous waste such as needles, glass should not be handled.
- Samples should not be stored in the shed overnight.
- All samples to be removed from the shed at the end of the working day.
- Regular housekeeping is to be maintained and loose debris is to be removed from the floor following analysis of samples.