



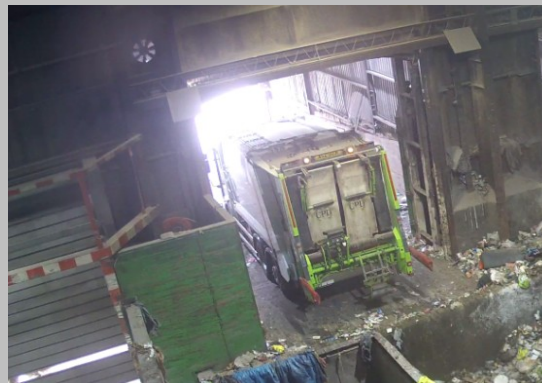
**Risk
Rating**

Risk Assessment & Method Statement

Task/ activity: Municipal Waste Operations- Bulk material intake

Task/ activity description:

Transport and discharge of municipal solid waste tunnel 3 4 and tipping hall 5 by external and Internal drivers



Likely to be effected: Drivers, external contractors, external drivers, others

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
		S	P	
Vehicle pedestrian contact - Fatality - Major injury	- Work area is a restricted area, only designated individuals are authorised. - External drivers to adhere to the stop sign and stop at the traffic lights. - External drivers are only authorised to exit their	5	2	10

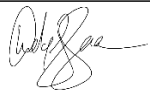
	vehicle in the tunnel, where there are physical barriers around. • All individuals must present at the weighbridge. • Hi-visibility clothing must be worn. • Plant operators are trained to stop moving the loading shovel and park safely in the designated safe location while the truck tips its load. • 5-meter rule is in strict enforcement. • All operators must be trained competent and authorised. • Site access is restricted to prevent authorised access. • Two-way radio contact must be maintained at all times. • Works' area is supervised at all times. • Speed limit are strictly enforced. • Pre-use checks must be completed before each shift by the operators. • Care should be given to clean and correctly position the mirrors. • All pant machinery must be fitted with reversing cameras and flashing beacons. • Beware of the crane operating in the bunker and remain vigilant at all times.			
Vehicle / Vehicle Contact	• Traffic light system in place at the doors to the tunnel 3 & 4 to assist the drivers. It	4	2	8

• Damage vehicle • Major injury	is safe to proceed when the light is green. • All Site access is controlled by manually operated barriers. • Drivers to be vigilant of their surroundings at all times. • Plant and vehicles are only operated by trained, certificated, and authorised employees. • Operators must ensure carry out pre-use checks and ensure that Mirrors are clean, properly positioned, windscreens, Flashing Beacons, Reversing Lights are all operational. • All Plant & Machine Operators must hold and use a Two- Way Radio at all times. • No Mobile Phones to be used while Operating any Vehicle or Machinery. • Only authorised drivers are permitted within delivery vehicles when discharging material. • All non-essential staff are to dismount and wait outside the facility. • Banksman to direct Lorries to tipping area in Sheds. • Pre-start checks are undertaken by drivers daily, recorded in Defect Book, Safety Critical Repairs notified to the Garage for repairs before use. • Speed limits are displayed and enforced. • During operating hours, all visitor and staff cars restricted to the car park			
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	unless engaged in tasks requiring entry			
Hit by Falling object Major injury	- External Drivers should wear hard hats when discharging their load. - External drivers should not attempt to arrive while overloaded and should assess the load is safe before starting disporting with the load. - Overloaded trucks are to be rejected from site for the material to be safely removed off site. - Door 3& 4 intake tunnels are separated by steel physical barrier to prevent material falling from the adjacent tipping operations.	4	2	8
Slip / Trips / Falls	- Access to all areas to be maintained, loose material to be removed on a regular basis. - Area to be washed done at to a proper schedule to prevent residues contributing to slip hazards. - Safety footwear must be worn in the intake areas. - Driver to ensure the steps into his truck are free from damage or debris before mounting or dismounting.	4	2	8
Personal injury / Cuts / Abrasions	- Individuals working in the area are to wear appropriate PPE in the intake area, Safety footwear, work gloves, and hard hat. - All accidents & Incidents must be reported to the	3	2	6

	Plant Supervisor to help prevent reoccurrence, First Aid must be sought for any Injury no matter how minor, All Accidents & Incidents must be reported in compliance with accident reporting procedures.			
Crane Contact - Contact external drivers, leading to major injury or fatality - Contact with vehicle	- Crane operators are trained and instructed to park the crane in compliance with the five-meter rule when the driver is moving to the rear of the vehicle to commence the tipping operation. - The crane operator must give a visual or audible signal when the tipping operation has finished. - During maintenance of the crane the door to the tunnel must be isolated to prevent uncontrolled access.	4	2	8

Approval and review

Assessor:	Signature:	Position:	Date:
Wesley Jameson		Health & Safety Manager	Apr 2025
Approved by:	Signature:	Position:	Date:
Joseph Doherty		Chief Executive Officer	Apr 2025
Reviewed on:	Apr 2025	New version number:	5
Date of next review:	Apr 2026, or as an when required		

PPE Requirements

- Hi-vis clothing, hard hat or bump cap, safety boots and gloves, ReGen staff must have a 2-way radio

Method statement**Acceptance of waste:**

- Upon arrival at the facility, join the queue on Shepherds drive to await admittance to the site.
- The weighbridge office will direct you to the appropriate door.
- If the door is already in use, queue in the designated area beside the stores and await your turn to tip.
- Traffic light procedures to be followed by all users entering doors 3, 4 and 5. Do not reverse until the green light shows.
- Take care to ensure that no vehicles are exiting.
- LED lighting provided once vehicles access the tunnel. Allow time for eyes to adjust to the change in light levels. Use reversing mirrors and cameras when reversing to ensure there are no vehicles in the tunnel.
- Stop at barrier to facilitate discharge. Once load discharged exit the tunnel using the automated doors and ensuring that no vehicles are entering at the same time.
- If utilising bay 5 please note that the floor may be extremely slippery due to waste. Speed must be kept to a minimum, checking for pedestrians.
- Discharging vehicles are to reverse no further than the end of the red and white barriers alongside the plant.
- Follow instruction of Re-Gen operatives at all times when on the site.
- Where lorries delivering require it, especially where delivering through bay 5, the wheel wash should be used after discharge to ensure that no debris is carried, and wheels are not slippery.
- Exit the facility through the weighbridge and collect the weighbridge docket.
- The 5-meter rule must be obeyed.

SAFE STOP PROCEDURE

- The following procedure **MUST** be followed before leaving the seat of any vehicle, when anyone else approaches, and when anyone is working on the equipment.
- Fully apply the handbrake
- Make sure all controls and equipment are left safe, e.g. Controls in neutral, Stop the engine, remove the key.