

Activity Risk Assessment (Actions) Report

Assessment Details

Org Unit	States of Jersey-> Growth, Housing and Environment->Operations and Transport-> Waste-> Solid Waste -> Solid Waste Ops -> Green Waste inc Inert Waste	Assessor Name	[REDACTED]
Reference	17	Assessment Team Members	[REDACTED]
Is This Confidential	No	Assessment Date	14/02/2019
Publish To Portal	Yes	Activity Description	Operation of household green waste reception including vehicle and pedestrian movements, filling 401 soil improver bags
Category Risk Assessment		Number Of People Exposed	50
Project Risk Assessment Reference		People Exposed	GHE Staff General Public Contractors Visitors
Description	Household Green Waste Reception Operation	Is This An Acceptable Risk?	Yes
Location	Household Green Waste La Collette	Review Date	29/10/2019
Date Record Created	19/01/2009	Reviewed By	[REDACTED]

Hazard Category	Hazard Phrases	Persons At Risk	How Is Person At Risk	Control Measures	Potential Risk Factor	Additional Control Measures	Residual Risk Factor	Actions
Vehicle and Transport risk	Collision with pedestrians Collision with other vehicles	Employee Member(s) of the Public	Collision with other vehicles and pedestrians as vehicles overtake vehicles waiting to entry the site.	Clear signage	Acceptable no further action	Use cones at busy time to reduce the size of the entrance to site.	Acceptable no further action	
Vehicle and Transport risk	Vehicles exiting the site the wrong way	Employee Member(s) of the Public	Car collision with pedestrians and other vehicles entering the site.	One way system in place Signage	Acceptable no further action	Additional signage inside on entry gate.	Acceptable no further action	

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Vehicle and Transport risk	Collision with pedestrians	GHE Staff General Public Contractors Visitors	Collision with moving vehicles while onsite	<p>Oneway traffic system . GHE staff monitoring and controlling traffic movements and parking</p> <p>GHE staff wearing high visibility clothing.</p> <p>No tipping vehicles with a tipping bed greater than 2m allowed on site. There shall be no tipping by tipping vehicles - they must be unloaded by hand.</p> <p>No trailers with a bed greater than 2m allowed on site.</p>	Acceptable no further action		Acceptable no further action	
Vehicle and Transport risk	Ho klift bin movements	General Public Dfl staff Contractors Visitors	Hit by lorry during bin loading and unloading operations	<p>GHE staff acts as banksman and waits until site is clear of traffic (preventing any more coming in) during hook lift bin movements</p> <p>PPE including hi-vis mandatory for Dfl staff</p> <p>7m exclusion zone maintained from all hook lift operations</p>	Acceptable no further action		Acceptable no further action	
Slip /trip / Fall on same level	Slips and trips	General Public GHE Staff Contractors Visitors	Slips and trips over materials on the floor around skips	<p>Good housekeeping standards debris regularly cleared and floors swept daily</p>	Acceptable no further action	Floors regularly checked, any faults reported immediately to chargehand	Acceptable no further action	

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Lone working	Risk of verbal abuse and/or physical attack	GHE staff Contractors General public Visitors	Risk of verbal abuse and/or physical attack	<ul style="list-style-type: none"> Staff instructed to walk away from situations and summon help Staff must report incidents to manager for discussion and support Customers are visiting the site on regular intervals Reception staff are in contact, via site radio. 	Acceptable no further action	Training to deal with confrontational situations provided	Acceptable no further action	
Welfare facilities	Lack of facilities	GHE staff	Lack of facilities presents health risk to staff	<ul style="list-style-type: none"> Canteen facilities available Cleaning regime for canteen and toilets in place Drinking water available First aid equipment available Shelter available from weather Showers, drying room, washing facilities and toilets available 5 min walk away 	Acceptable no further action	Site unsupervised due short rest breaks due to lack of staff. Install temp portaloo	Acceptable no further action	
Other worksite hazards	Sunburn, overheating and dehydration	GHE staff	Sunburn, overheating and dehydration	<ul style="list-style-type: none"> Clothing provided to prevent sun exposure Cool areas to take breaks available Drinking water available Sunblock provided and sunglasses provided 	Acceptable no further action		Acceptable no further action	

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Housekeeping	Injury from retrieval of foreign objects/non green waste items	GHE Staff	Injury from climbing over green waste pile to retrieve items.	Grabber must be used No staff allowed to climb over green waste pile If item cannot be reached radio chargehand	Acceptable no further action			
Lone working	Filling and carrying compost bags	GHE Staff	Injury from heavy load	Staff must assess weight of bag before lifting Bags must not be overfilled Minimise distance between bags and vehicle All staff have received <u>manual handling</u> training	Acceptable no further action			
Plant operation	Injury to staff or general public	GHE Staff - Members of the public Contractors Visitors	Injury by moving plant equipment	Trained and experienced operators All green waste removal by payloaders to be out of hours. Site is closed to the public and entrance and exit gates closed and locked. No customers or staff access permitted during operation.	Acceptable no further action			
Lone working	Payloaders pushing up green waste	GHE Staff	Injury to operator	Call in system upon arrival, operator gives approx. finish time and then call when work completed. Payloaders operator and reception person in radio contact.	Acceptable no further action			
Hazardous substances and chemicals	Contact with a hazardous substance	GHE Staff Members of the public Contractors Visitors	Toxic weeds.	PPE including gloves and safety glasses	Acceptable no further action	Identification training (to be arranged) Procedure for safe disposal. (to be arranged)		

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Other worksite hazards	Dust	GHE Staff Members of the public Contractors Visitors	Inhalation of dust	Dust suppression by using on site hosepipe. Dust monitoring in place.	Acceptable no further action			
Hazardous substances and chemicals	Contact with asbestos containing materials	GHE Staff Members of the public Contractors Visitors	Inhalation of asbestos fibres	Signage displayed informing of what waste is accepted. Staff are asbestos awareness trained. Procedure in place for quarantine, identification and safe disposal of asbestos containing materials.	Acceptable no further action			
Vehicle and Transport risk	Transporting loose compost to household green waste site.	GHE staff Members of the public Contractors Visitors	Injury from collision with payloader	Transporting of loose compost done outside of operating hours. Compost is transported a short distance between sites with going on the main road	Acceptable no further action			
Fork lift truck operations	Collision with other vehicles or structures Collision with pedestrians	GHE staff Members of the public Contractors Visitors	Injury from collision with forklift.	Transporting of compost bags via pallets is done outside of operating hours. Vehicle has reversing alarm and flashing light PPE including hard hat and hi-vis mandatory when operating forklift 7m exclusion distance maintained from forklift operations	Acceptable no further action			

Assessment Conclusion Following these measures, this is deemed to be an acceptable risk.