

Grist Environmental Ltd Part of Grist Group	Department:	Events	Initial Assessment Date	04/06/2019	RA30	Issue 3
Revision Dates	29/04/2024					

Plant/ Task Loading/unloading & Manual Handling

Assessors Paul Forth (Transport Manger)

Background/ description/ purpose of Assessment This assessment covers risks associated with loading and unloading portable toilets on to trailers, along with manual handling.

Assessment Covers The assessment covers all activities regarding loading/unloading and manual handling to portable toilets by staff.

Evidence of previous hazards events Employee sustained injury to leg by falling over when manually handling the toilet.

Personnel Involved Employees, Supervisors

Ref: No	Hazard	Applies Yes/ No	DESCRIPTION OF HAZARDS	EXISTING CONTROLS	RISK				REQUIRED OR RECOMMENDED CONTROL ACTIONS	Responsibility	Date of completion	RESIDUAL RISK				
					Severity (1,2,3,4)	Likelihood (1,2,3,4)	Risk factor	Risk (S,M,T,L)				Severity (1,2,3,4)	Likelihood (1,2,3,4)	Risk factor	Risk (S,M,T,L)	
1	Entanglement	No							None Required						0	
2	Cutting, Stabbing, and Puncture	Yes	Potential cutting and puncture injuries when manually handling the toilet due to some edges being sharp enough to cut.	Correct PPE to be worn in the form of protective gloves.	1	2	2	Low	None Required						0	
3	Impact	Yes	Potential impact from toilets being unloaded from trailers and vehicles. Also risk for impact from forklifts when loading and unloading is taking place.	Only trained and competent operators to use equipment. Use forklift to lift toilets on and off vehicles and trailer. Operator to ensure safe working zone around vehicle and trailer at all times when forklifts are in operation.	3	2	6	Moderate	None Required						0	
4	Drawing In	No							None Required						0	
5	Ejection	No							None Required						0	
6	Friction Abrasion	No							None Required						0	
7	Shearing	Yes	There is potential risk of injury to limbs when handling toilets should fingers be trapped or toes if toilet was dropped.	Only trained or competent operators allowed to work with equipment. PPE to be worn at all times and safe operating zone when equipment is being used i.e. forklifts.	2	2	4	Tolerable	None Required						0	
8	Crushing	Yes	Potential crushing from vehicles/trailers and forklifts. Also crush injury for falling toilets from height i.e. trailers.	Only trained or competent operators allowed to work with equipment. Correct PPE to be worn at all times including Hi-Viz and safe zone set upon around working area.	2	2	4	Tolerable	None Required						0	
9	Fluid Injection	No							None Required						0	

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					Severity (1,2,3,4)	Likelihood (1,2,3,4)	Risk factor	Risk (S,M,T,L)				Severity (1,2,3,4)	Likelihood (1,2,3,4)	Risk factor	Risk (S,M,T,L)
10	Lifting Equipment	Yes	Risk of injury to operators from forklifts.	Trained operators to use equipment. Equipment is maintained and LOLER'd as per regulations.	2	1	2	Low	None Required					0	
11	Manual Handling	Yes	Risk of injury to staff when handling portable toilets.	Manual handling training given via DVD. SOP put into place regarding manual handling and loading/unloading toilets. Use pull straps, toilet trolley &/or forklifts for toilet movement especially when full.	2	2	4	Tolerable	None Required					0	
12	Falling Objects	Yes	Risk of injury from objects falling from trailers when loading is taking place.	PPE to be worn at all times and a safe zone set up around loading area and indicated to others.	2	1	2	Low	None Required					0	
13	Chemicals, powders and Liquids.	Yes	Risk of injury waste material and toilet cleaning products associated with toilets.	PPE to be worn at all times. Vaccinations to be carried out for staff reference toilet waste. COSHH Data held for toilet cleaning materials.	3	2	6	Moderate	None Required					0	
14	Noise	No							None Required					0	
15	Transport	Yes	Risk of being struck by vehicles and equipment.	Only trained and competent operators to use equipment. PPE to be used at all times and including Hi-viz clothing. Operate a safe zone around working area.	2	3	6	Moderate	None Required					0	
16	Slips trips and Falls	Yes	Risk of falls from vehicles and trailers. Slips/fall when pulling toilets.	Employees are to only access vehicle & trailer beds to perform specific tasks and spend minimal time working on the bed. Correct manual handling to be adopted when moving toilets and consider using forklift(s). Correct PPE to be worn at all times. Also reference section 11.	1	2	2	Low	None Required					0	
17	Overhead Obstacles	No							None Required					0	
18	Electricity	No							None Required					0	
19	Working at height	Yes	Risk of falling from vehicles and trailers.	All work must be performed from the ground when possible. Employees are to only access vehicle & trailer beds to perform specific tasks and spend minimal time working on the bed. Forklifts to be used to load and unload toilets.	3	2	6	Moderate	None Required					0	
20	Temperature, Humidity	No							None Required					0	
21	Ventilation	No							None Required					0	
22	Fire, Explosion	No							None Required					0	
23	Fire Containment	No							None Required					0	
24	Evacuation	No							None Required					0	
25	Lighting	Yes	Poor vision when operating during night time or adverse weather conditions.	Vehicle loading lights to be used along with hand held torches.	2	2	4	Tolerable	None Required					0	

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					Severity (1,2,3,4)	Likelihood (1,2,3,4)	Risk factor	Risk (S,M,T,L)				Severity (1,2,3,4)	Likelihood (1,2,3,4)	Risk factor	Risk (S,M,T,L)
26	Access, Egress	No							None Required					0	
27	Obstruction/projection	No							None Required					0	
28	Organisational	No							None Required					0	
29	Vibration	No							None Required					0	
30	Display Screen Equipment	No							None Required					0	
31	Confined space	No							None Required					0	
32	Hot Work	No							None Required					0	
33	Radiation	No							None Required					0	
34	Biological	Yes	Reference section 13.			3	2	6	Moderate	None Required				0	
35	Maintenance	No							None Required					0	
35	Hot or Cold Surfaces	No							None Required					0	
36	High Pressure Air Injection	No							None Required					0	

To rate the level of **severity** use the following guidance for injury to persons:

Rating:	Criteria (effect)
High (4)	Death or permanent severe incapacity (for example, loss of a limb, hand, foot, eyesight, hearing or disabling respiratory disease)
Moderate (3)	Absence from work of more than 14 days (for example, broken limb, fingers, ankle) where full recovery is expected, or recurring minor health problem (for example minor respiratory or dermatological disease, allergy)
Low (2)	Absence from work for 1 to 14 days with full recovery
Negligible (1)	Minor injury requiring only on-site first aid and no lost time

To rate the level of **likelihood** use the following guidance:

Rating:	Criteria
Very Likely(4)	Hazard permanently present or arises approximately every 30 minutes OR has > 80% chance of causing harm/damage.
Likely (3)	Hazard arises between once an hour and once a week OR has > 50% chance of causing harm/damage
Unlikely (2)	Hazard arises less than once a week but more than once a month OR has > 10% chance of causing harm/damage
Extremely Unlikely(1)	Hazard arises only once a month or less OR < 10% chance of causing harm/damage

Risk:	Actions
9-16 (Substantial)	Action must be taken to reduce the risk to at least Moderate and preferably to Tolerable or Low. Where risk is this high, work should only continue if it is authorized in writing by the relevant Director
6-8 (Moderate)	Action must be taken to reduce the level of risk to Tolerable or Low where it can be demonstrated that it is reasonably practicable to do so.
3-4 (Tolerable)	No additional controls required unless they carry an insignificant financial cost.
1-2 (Low)	No further actions required.

Change Record

Date	Revision	details of Change	Approved
29/04/2024	3	Reviewed with no changes	M Grist
15/03/2023	2	Toilet moving trolley added to section 11	M Grist
11/10/2019	1	Document reviewed no change identified, Change record details added to change record tab	M Harrison

