

DELIVERY OF FUELS AT CUSTOMERS PREMISES

Risk Assessment Record

Ref Number 700/06

Activity / Task	Persons At Risk	Named Hazard	Risk Rating			Controls In Place	Additional Controls Required		
			S	x	L			=	R
Driving HGV	Drivers/pedestrians.	Road traffic accidents.	2	x	1	=	2	Care whilst driving. Observation of speed limits and drivers hour's regulations. No alcohol or drug consumption immediately before or during working hours. Advice manager if taking medication.	No mobile phone to be used whilst driving. Always wear seatbelts. Refer to procedures.
Unknown hazards at customers premises	Drivers/customers.	Unable to assess.	2	x	1	=	2	Report to customer and obtain advice as to any possible hazards relevant to the delivery or your presence on site. Establish what PPE should be worn. If in doubt wear full PPE kit.	Hardhat, Antic Static Safety Boots, PVC Gloves, Coveralls, Goggles, Hi-Vis waistcoat and coat. <i>All provided for drivers.</i>
Reversing on site	Drivers/customers.	Personal injury, Damage to property.	2	x	1	=	2	Obtain help. Use flashing hazard warning lights or beacon. Activate audible warning device.	Check visual and audible warnings are in good working order. Refer to vehicle safety check sheet.
Carried Out By: Russell Fairchild	Department: Transport	Date: 15/05/10				Review Date: 15/05/11			

Severity x Likelihood = Risk Rating			
	Hazard Severity Rating (S)	Likelihood Of Occurrence Rating (L)	Risk Rating (R)
Risk Estimated Factors:	1. Slight (e.g. - off work for up to 3 days) 2. Serious (e.g. - off work for over 3 days) 3. Major (e.g. death or major harm)	1. Low (e.g. - seldom) 2. Medium (e.g. - frequently) 3. High (e.g. Certain or near certain)	1. No action/ low priority action 2. Low priority action 3./4 Medium priority action 6. High priority action 9. Urgent action

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Handling heavy hose	Driver/operator.	Back injury, Falling/slipping.	1	2	2	Do not twist or turn body whilst pulling out hose. Hold delivery gun with both hands. Walk forwards.	Refer to working instructions.	
Climbing	Driver/operator.	Back injury, Falling/Slipping.	2	1	2	Secure ladder. Seek help if ladder has insufficient reach. Ensure soles of footwear are clean and free from mud. Clean PVC gloves. Wear issued footwear only.	Hardhat, Anti-Static Safety Boots, PVC Gloves. Refer to working at heights manual.	
Unstable tanks	Falling, Personal injury.	Back injury, Falling/Slipping.	1	1	1	Visually check tank stability before connection. Report any fears to delivery recipient. Report all unsafe deliveries to office and complete QMS incident and complaint form.	Hardhat, Footwear, PVC Gloves. Refer to working at heights manual.	
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Pumping fuel	Driver/operator.	Splashing fuel, Contact with skin, Contact with eyes, Spillage.	1		2	2	Exercise care when pumping fuel. Ensure delivery gun is secured before delivery commences. PVC Gloves. Spill kit. Eyewash.	Refer to working instructions.
Contact with fuel/oil	Driver/operator.	Oily surfaces, Skin contamination, Dermatitis.	2		1	2	Wear PVC gloves	
Spillages	Driver/operator, Environment.	Personal injury, Environmental damage.	2		1	2	Report all spillages. Clean up small spillages using issued spill kit. OHES Environmental Risk Management to attend all major spills.	Spill Kit, PVC Gloves, Anti-Static Safety Boots, Goggles. Refer to working instructions.
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Loose fittings	Driver/operator.	Personal injury.	1	x	1	=	1	Stow all loose fittings, ladders etc. securely before leaving site. Spill kit, PVC Gloves. Anti-Static Safety Boots, Goggles. Toolbox. Meter cabinet. Specific brackets.	Loose fittings.
Sharp objects	Driver/operator.	Personal injury.	1	x	1	=	1	Ensure First Aid kit is stocked.	Sharp objects.
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