

Company	Assessor	Date of Risk Assessment	Risk/Activity	Area/Department	Version No.	Next Review Date	Transport	RE AND POST CONTROL RISK SCORE LEVELS		SEVERITY				
								Likelihood	Risk Rating	1 No Injury	2 Minor	3 Time lost injury	4 Major	5 Fatal
KP Waste Company Ltd	Kevin Hill	1st September 2021	Transport Risk Assessments	Transport	1.0	31st August 2022		1 very unlikely	1	2	3	4	5	
								2 unlikely	2	4	6	8	10	
								3 possible	3	6	9	12	15	
								4 very likely	4	8	12	16	20	
								5 certainty	5	10	15	20	25	

FORS v5 Ref	HAZARDS			RISKS		PRE-CONTROL			POST-CONTROL		
	Hazards Identified	People Involved	Possible Dangers	Existing Control Measures	Likelihood	Severity	Risk Rating	Additional Control Measures	Likelihood	Severity	Risk Rating

M1	Unauthorised persons falling as a result of mounting and dismounting the vehicle.	Operators / loaders	Falls from height/injury	<ul style="list-style-type: none"> Legal responsibilities and company policy on Health and Safety and Driving at Work are published and communicated to drivers. Drivers are instructed to remove the keys and lock the vehicle whenever the vehicle is left unattended to prevent theft and unauthorised access. Drivers are instructed to keep vehicle keys in a secure place and out of sight to prevent theft and unauthorised access to the vehicle. Drivers are instructed to ensure all tailgates, curtains etc. are locked and secured at all times to prevent unauthorised access and thefts. Where trailers are left unattended, they must have a fifth-wheel pin lock, a leg lock or some other physical security device preventing coupling or movement in position. Trailers must not be left uncoupled and unattended at the roadside without the express permission of the transport manager. 	3	4	12	<ul style="list-style-type: none"> Drivers' handbook issued and toolbox talks are periodically communicated. Plan in advance to ensure vehicles are parked in a secure, well-lit and appropriate location. Plan in advance to avoid leaving trailers unattended overnight. If trailers must be left overnight, they must be parked in a secure, well-lit and appropriate location. 	1	5	5
M1 M8 V5	Overhead services	Operator	Electrocution, burns, death, Risk of electric shocks and overhead hazards.	<ul style="list-style-type: none"> Provision of goalposts to mark existing overhead services, escape plan, power off or suitable shrouding to protect cables. Legal responsibilities and company policy on Health and Safety and Driving at Work are published and communicated to drivers. All drivers must be fully trained and competent. The correct PPE must be worn at all times. 	3	5	15	<ul style="list-style-type: none"> Driver's handbook issued and toolbox talks are periodically communicated. Drivers must ensure that loading and unloading takes place in a safe, appropriate area, free from overhead hazards. Drivers are trained in and must follow safe loading procedures to minimise the risk of injury from overhead cables and hazards. 	1	5	5

M1	Slips, trips and falls	Operator and others in the immediate area.	Non-compliance of the law, dangers to vulnerable road users/drivers and public as well as sprains, abrasions, cuts, broken bones.	<ul style="list-style-type: none"> Good housekeeping, awareness of work area, report identified hazards, use correct PPE and RPE. Legal responsibilities and Company policy on Health and Safety and Driving at Work are published and communicated to drivers. All drivers must be fully trained and competent. The correct PPE must be worn at all times. Operator carries out an inspection of site before loading/unloading to ensure ground is safe, secure and there are no holes. Two-level barrier system installed. All operators wear safety boots, hard hats, gloves, safety specs and hi-vis clothing. Regular toolbox talks by a trained operative. No operator to work from the bed of a truck. All crane operators use a harness. Operators will not operate crane a minimum of 12m of reach from overhead cables. All stabilisers are always to be used and with base plates. Ensure chains and slings do not become snagged. Wherever possible work is to be carried out at ground level. Loads must be slung and hook connected then the operator must stand down and away from vehicle before lifts are complete. All loads are strapped in place with connections on passenger side to allow safe checking when pulled over. 	3	3	9	<ul style="list-style-type: none"> Drivers' handbook issued and toolbox talks are periodically communicated. Drivers are instructed to: <ul style="list-style-type: none"> a) Carry out thorough pre-use checks on the vehicle, checking steps, handholds and load area are in good condition. b) Report broken boards, runners and any other objects that could cause a trip in the load area. c) Keep the load area tidy: pick up loose ropes, packaging etc. d) Clean up spills and dirt in the load area. e) Check the vehicle conditions for condensation and in winter, for ice. All crane drivers require harness training. Two-level barrier system to be inspected daily. Only one item to be lifted at a time. Driver to ensure pedestrians stay clear of the load and refuses to lift otherwise. When a customer loads or unloads vehicle, a safe location must be agreed. Drivers may only enter the back of the truck by use of a fitted ladder and if guard rails are up. 	1	3	3
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M1 M8 V5	Falls of equipment/ plant	Operator and others in the immediate area.	Death, serious injury, crush injury.	<ul style="list-style-type: none"> Operator trained in safe load/unload procedure in line with guidance from the Department for Transport's Code of Practice. Spot checks by the transport manager on load safety (including overall weight, weight distribution and class of carried load). Use suitable and undamaged straps/chains. Equipment loaded centrally onto vehicle. Drivers to remain vigilant to position of plant and the effects of steering axes which may cause the item of plant to run off the edge of the vehicle bed. All restraints to be inspected by driver prior to use, continual awareness and monitoring of load during transit. Where loaded plant is a MEWP - then driver must use company provided harness attached to suitable anchor point whilst manoeuvring the device. Ensure loose stones/mud are removed from the bed of the trailer and the loaded device before travel. 	4	4	16	<ul style="list-style-type: none"> Drivers to be trained in appropriate loading practices. Spot checks by managers and driver CPC training/ toolbox talks. 	2	4	8
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M1 M8 V5	Unfamiliarity with risks at customer sites	Operator	Injury or ill health due to lack of awareness of risks on site.	<ul style="list-style-type: none"> Drivers to report to site office or site supervisor, where applicable, before proceeding to load/unload. Drivers to complete site safety checklist prior to load/unload. Order taking staff to ask for information on site rules, unloading arrangements and this information is to be attached to delivery notes. 	4	4	16	<ul style="list-style-type: none"> Driver and route familiarisation training. 	1	4	4
M1 M8 D7	Driver fatigue	Operator and other road users	Death/serious injury if accident results from driver fatigue.	<ul style="list-style-type: none"> Drivers to ensure adequate breaks are taken in-line with driving duties and law. Working hours of all drivers monitored and recorded. Drivers required to declare all medication to HR and to report to their line manager any illness or medical conditions. 	5	4	20	<ul style="list-style-type: none"> Driver CPC training/toolbox talks, management compliance checks and medical declarations. 	3	4	12
M1 M8	Vulnerable road users	Operator and other (vulnerable) road users	Death/serious injury to other (vulnerable) road users	<ul style="list-style-type: none"> Operators to complete approved Work Related Road Risk training as required by FORS/CLOCS. 	3	4	12	<ul style="list-style-type: none"> Policies and procedures for safe urban driving, cycle safety e-learning and toolbox talks. Appropriate FORS/ CLOCS safety signage on vehicle. 	2	4	8
M1 M8	Fire	Operator and other road users	Death/serious injury, burns.	<ul style="list-style-type: none"> No smoking during refuelling. Designated HGV fuel delivery pump to be used at commercial petrol/diesel station. Separate fire risk assessment for yard. 	4	4	16	<ul style="list-style-type: none"> Driver awareness training. 	2	2	4

M1 M8 V5	Load restraint	Operator	Effects of inclement or hot weather.	<ul style="list-style-type: none"> Competent operator/driver. Use straps/chains. All restraints to be inspected prior to use. Continual awareness and monitoring of load during transit. 	2	2	4	<ul style="list-style-type: none"> Ensure all drivers are competently trained. 	1	2	2
M1 M8 V5	Safe loading	Operator and others in the immediate area.	Death, serious injury, crush injury.	<ul style="list-style-type: none"> Operator trained in safe load/unload procedure and in line with guidance from the Department for Transport's Code of Practice. Spot checks by the transport manager on load safety (including overall weight, weight distribution and class of carried load). Use suitable and undamaged straps/chains. All restraints to be inspected by driver prior to use, continual awareness and monitoring of load during transit. The driver must use a Company provided harness attached to suitable anchor point whilst working on the vehicle. Ensure loose stones/mud are removed from the bed of the trailer and the loaded device before travel. 	4	4	16	<ul style="list-style-type: none"> Drivers' handbook issued, and toolbox talks are periodically communicated. Drivers are instructed to: <ul style="list-style-type: none"> a) Always adhere to training and follow the company's safe ways of working. If in doubt, do not perform the manoeuvre. b) Use a banksman as a guide, but ensure the banksman knows the appropriate signals. c) Be constantly aware of pedestrians and other moving vehicles. 	2	4	8
M1 M8 V5	Equipment stowage	Operator	Loss of equipment, entanglement of equipment in wheels, other road users or persons hit by falling equipment.	<ul style="list-style-type: none"> Driver competence. Keep deck clean and tidy, chains/straps stored when not in use, equipment to be secured and tied down before travel. 	3	4	12	<ul style="list-style-type: none"> Drivers' handbook issued and toolbox talks are periodically communicated. Drivers are instructed to: <ul style="list-style-type: none"> a) Always adhere to training and follow the Company's safe ways of working. If in doubt, do not perform the manoeuvre. b) Use a banksman as a guide, but ensure the banksman knows the appropriate signals. c) Be constantly aware of pedestrians and other moving vehicles. 	1	4	4

M1	Vehicle collision with property or person whilst towing.	Operator and others in the immediate area.	Hit by moving vehicle, property damaged, damage to vehicle.	<ul style="list-style-type: none"> Legal responsibilities and Company policy on Health and Safety and Driving at Work are published and communicated to drivers. All drivers are fully trained and competent. Vehicle safety equipment, i.e. cameras, mirrors, horn etc. are inspected during daily defect checks. The correct towing pin(s) are used. The driver does not engage gear for towing and does not drive to assist towing. Vehicle manoeuvring is kept to an absolute minimum and is performed in a safe and controlled manner at all times. 	2	2	4	<ul style="list-style-type: none"> Drivers' handbook issued and toolbox talks are periodically communicated. Drivers are instructed to: <ol style="list-style-type: none"> Always adhere to training and follow the Company's safe ways of working. If in doubt, do not perform the manoeuvre. Use a banksman as a guide, but ensure the banksman knows the appropriate signals. Be constantly aware of pedestrians and other moving vehicles. 	1	2	2
M1	Vehicle collision with property or person whilst manoeuvring on a public highway, i.e. reversing, forward manoeuvring, turning and towing	Operator and others in the immediate area.	Hit by moving vehicle, property damaged, damage to vehicle.	<ul style="list-style-type: none"> Legal responsibilities and Company policy on Health and Safety and Driving at Work are published and communicated to drivers. The Highway Code is issued to all drivers. Construction and Use Regulations state that drivers must not reverse their vehicle further than necessary. Drivers must not reverse from a side road to a main road. Vehicle manoeuvring is kept to an absolute minimum and is performed in a safe and controlled manner at all times. 	2	2	4	<ul style="list-style-type: none"> Drivers' handbook issued and toolbox talks are periodically communicated. Drivers are instructed to: <ol style="list-style-type: none"> Always adhere to training and follow the company's safe ways of working. Not to conduct the manoeuvre unless it is absolutely safe to do so. Not to reverse from a side road onto a main road. Reverse in and drive out of driveways whenever possible. Look carefully before reversing, using all mirrors. Check the 'blind spot' behind and to the sides. Check there are no pedestrians (particularly children), cyclists, other road users or obstructions in the road behind the vehicle. 	1	2	2

M1 M8 V5	Vehicle unsafe due to an overweight load.	Operator and others in the immediate area.	Property damaged, damage to vehicle, and injury.	<ul style="list-style-type: none"> Legal responsibilities and company policy on Health and Safety and Driving at Work are published and communicated to drivers. Vehicle maintained, inspected and serviced to ensure full roadworthiness. 	3	4	12	<ul style="list-style-type: none"> Drivers' handbook issued and toolbox talks are periodically communicated. Drivers are instructed to: <ol style="list-style-type: none"> Query the weight of any load if in doubt. Never exceed the gross vehicle weight, gross train weight or axle weights under any circumstances. Ensure the load is distributed so as not to exceed axle weights. Ensure drivers are aware of nearby public weighbridges. Make sure that the load is suitably restrained within the load bay area and (where carried) on the roof, through the use of straps, ropes or lashings (depending on the size and weight of the load). Where fitted, racking should be used to secure items in the load bay 	1	4	4
M1 M8 V5	Damage to property or injury to persons whilst conducting loading or unloading activity.	Operator and others in the immediate area.	Property damaged, damage to vehicle, and injury.	<ul style="list-style-type: none"> Legal responsibilities and Company policy on Health and Safety and Driving at Work are published and communicated to drivers. Risk assessments in place for manual handling. The correct PPE must be worn at all times. 	3	4	12	<ul style="list-style-type: none"> Legal responsibilities and Company policy on Health and Safety and Driving at Work are published and communicated to drivers. Risk Assessments in place for manual handling. The correct PPE must be worn at all times. 	1	4	4
M1 M5 M8 D5	Distraction whilst receiving and/or making calls using a hand-held mobile phone.	Drivers	Non-compliance of the law, risk of loss of Drivers' Licence/ dangers to vulnerable road users/ financial penalty.	<ul style="list-style-type: none"> Legislation – it is illegal to use a hand-held mobile phone whilst driving. A comprehensive Company policy is published which outlines the legal responsibilities of both management and drivers. 	3	4	12	<ul style="list-style-type: none"> Legal responsibilities and the Company policy are published and communicated to drivers through the drivers' handbook, toolbox talks and comprehension assessments. There is no Company expectation for drivers to use mobile phones whilst driving. All calls are diverted to a voicemail messaging service when driving. 	1	4	4

M1 M5 M8 D5	Other staff causing a distraction by calling drivers.	Drivers	Non-compliance of the law, risk of loss of Drivers' Licence/ dangers to vulnerable road users/ financial penalty.	<ul style="list-style-type: none"> Legislation – it is illegal to use a hand-held mobile phone whilst driving. A comprehensive Company policy is published which outlines the legal responsibilities of both management and drivers. 	3	4	12	<ul style="list-style-type: none"> Company policy is communicated regularly to ensure that all staff: <ul style="list-style-type: none"> a) Do not call drivers if they know they are driving. b) Do not expect drivers to answer calls when they are driving. c) Determine whether it is safe to talk and whether the receiver is driving at the start of any telephone conversation. 	1	4	4
M1 M8 D5 D7 D4	Lone working	Driver	Driver in danger	<ul style="list-style-type: none"> Live tracking system fitted to vehicles. Mobile communication provided. Regular monitoring is carried out by office staff. Regular medical checks/health screening provided. Regular communication between office and driver made. CCTV fitted in cab. 	1	1	4	<ul style="list-style-type: none"> Drivers are instructed to inform the office or their line manager when they arrive at site then again as they are about to leave site. 	1	1	4
M1 M8 M10 D2 D5 D3	Road traffic offences	Drivers/ managers/ supervisors	Non-compliance of the law, risk of loss of Drivers' Licence/ dangers to vulnerable road users/ financial penalty/ prosecution.	<ul style="list-style-type: none"> Drivers are aware that: <ul style="list-style-type: none"> a) Neither the Company nor the importance of any communication can be blamed if an offence is committed. b) Neither the Company nor the importance of any communication can be blamed if involved in a collision. Drivers are trained: <ul style="list-style-type: none"> a) That the device cannot be blamed if an offence is committed. b) That the device cannot be blamed if the vehicle is involved in a collision. c) That they are the one driving, not the satellite navigation device. 	2	2	4	<ul style="list-style-type: none"> All driver responsibilities are communicated through Company policies, the drivers' handbook and regular toolbox talks. 	1	4	4

M1	Obstruction of vision and view to the front of the vehicle.	Drivers	Non-compliance of the law, risk of loss of Drivers' Licence/ dangers to vulnerable road users/ financial penalty.	<ul style="list-style-type: none"> All Company permitted devices are positioned safely so as not to obstruct vision, i.e. not in the sweep of the windscreen wipers. 	1	5	5	<ul style="list-style-type: none"> Toolbox talks and driver CPC training. 	1	3	3
M1	Distraction whilst driving	Drivers	Non-compliance of the law, risk of loss of Drivers' Licence/ dangers to vulnerable road users/ financial penalty.	<ul style="list-style-type: none"> All company permitted devices must be: <ul style="list-style-type: none"> a) Positioned to minimise distraction in the driver's peripheral vision. b) Issued with voice instruction feature, which is to be activated where maximum concentration is needed rather than the driver taking his/her eyes off of the road. Use of Company permitted hands-free devices must be kept to an absolute minimum whilst driving. Drivers may not use any hand-held device in any capacity (texting, browsing the internet, sending or receiving messages, accessing social media etc.) whilst driving. 	1	4	4	<ul style="list-style-type: none"> Drivers are instructed to: <ul style="list-style-type: none"> a) Program the system before starting a journey, not while driving. b) Use a method of operating the device that will not distract from driving. c) Watch the road, not the device. 	1	4	4
M5	Wrong information from the device.	Drivers/ managers/ supervisors	Excess journey time/ wasted fuel.	<ul style="list-style-type: none"> Devices issued are: <ul style="list-style-type: none"> a) Subscribed to regular updates with the most current and relevant data sets. b) Subscribed to data sets that cover all vehicle sizes and types within the company fleet. 	3	4	12	<ul style="list-style-type: none"> Drivers are instructed: <ul style="list-style-type: none"> a) To always observe traffic signs, signals and rules. b) That the device is not a substitute for using their common sense. c) That personal satellite navigation devices must not be used for work purposes unless they have been approved by the Company. 	1	4	4

			2	4	15		1	2	4
M1 M8 V5 O5 O7	Security and counter terrorism. Driver, operators and public.	Fuel theft through siphoning. Load theft while vehicles are parked or resting at unsecured parking locations. Vehicles having their tyres slashed. Use of vehicles as a mobile weapon. Unknowningly carrying slowways across borders. Hijacking Diversion and fraudulent theft. Physical attacks on drivers.	<ul style="list-style-type: none"> Plan route, stopovers, overnight parking, contingencies e.g. blockage/diversions. Avoid high-risk routes or routes where you need to drive slowly or make many stops. Look out for suspicious behaviour and vehicles. Be the eyes and ears of the road. Stick to pre-defined routes and ensure that you report any diversions. Keep a fully charged phone. When loading or unloading, lock the cab. When driving, where appropriate, lock the load compartment. Check that all security devices are working. Be alert when leaving your loading point. Never unload into another vehicle or at a different location than specified in the delivery instructions. Check that your navigation system has the correct delivery address. Whenever possible decide where you are going to park overnight before starting your journey and only stop at secure locations. Park your vehicle within sight and where you can return to it quickly for short breaks. When returning, check all round for signs of interference. When you collect a load: check the load matches the collection note, and make sure it is clear where you are collecting from and who will receive the goods. When you deliver: if the delivery instructions are changed, get written confirmation of the changes. Make sure that there is a clear signature and printed name on the proof of delivery (POD) note. Check that quantities and weights match the collection and delivery notes. Lock and seals (electronic and manual). Alarms and detectors. Camera surveillance for cab. 		<ul style="list-style-type: none"> Drivers' handbook issued and toolbox talks are periodically communicated. Drivers are instructed to always adhere to their training and follow the Company's safe procedures for working. Driver e-learning training to be carried out regarding TRIP (Security and Counter Terrorism). Driver CPC training to be carried out regarding TRIP (Security and Counter Terrorism). 				

M1	Routing and scheduling	Driver and Company	Drivers can get lost.	<ul style="list-style-type: none"> Road restrictions, e.g. time, constraints on vehicle size and weight (particularly bridges, 'banned' routes etc.) Driver to check preferred route options and alternatives in the event of an unforeseen event. An evaluation of existing routes to check they are still the most efficient. Transport planner to check journey length in order to reduce the risk of fatigue. The need for rest breaks and access to toilets, washing facilities and refreshments. Road user charging schemes and tolls to be taken into account. Safer routes which are more appropriate for the type of vehicle doing the journey must be planned ahead. Driver must avoid periods of peak traffic flow (where possible). Arranging the drops so that deliveries and collections are in the right order and efficient. Keep vehicle running costs to a minimum by choosing the shortest route possible. Drivers will be less stressed as you'll know where you need to be and how to get there. Driver to make sure they are travelling on the optimum route and special routing and access requirements issued by clients are adhered to. Know about locations of en-route parking. Minimise the potential for interaction with vulnerable road users. Avoid parking charges and unnecessary tolls. Minimise environmental impacts. 	2	2	4	<ul style="list-style-type: none"> Drivers are issued with maps and are trained on manual journey planning, including: <ul style="list-style-type: none"> a) Planning the journey well in advance. b) Checking the route is practical, i.e. does the route look right? c) Inputting the correct destination keeps vehicle running costs to a minimum. d) Travelling on the optimum route and special routing and access requirements issued by clients are adhered to. e) Knowing the locations of en-route parking. f) Minimising the potential for interaction with vulnerable road users. g) Avoid parking charges and unnecessary tolls. 	1	2	2
M5											
M8			Inappropriate routes are taken.								
V5			Routes aren't efficiently aligned to deliveries and collections, wasting time and money on fuel.								
D5			The probability of collisions is high as the driver doesn't know where he/she is going.								
O1			Environment al impacts aren't taken into account.								
O5			Low bridges might be on route.								
O6											

M1	Over reliance on the device.	Driver	Distraction to other road users/driver	<ul style="list-style-type: none"> Drivers are trained: <ul style="list-style-type: none"> a) To always make the same observations to stay safe that they would make without the aid of the device. b) To always trust their own eyes over the instructions of the device. c) That if the road looks wrong, do not drive down it. 	3	4	12	<ul style="list-style-type: none"> Drivers are issued with maps and are trained on manual journey planning, including: <ul style="list-style-type: none"> a) Planning the journey well in advance. b) Checking the route is practical, i.e. does the route look right? c) Inputting the correct destination. 	1	4	4
M5											
M8											
D5											
O1											
M1	Injuries sustained by slips, trips and falls	Operator and others	Non-compliance of the law, dangers to vulnerable road users, drivers and public.	<ul style="list-style-type: none"> Operator carries out an inspection of site before loading/unloading to ensure ground is safe, secure and there are no holes. Two-level barrier system installed. All operators wear safety boots, hard hat, gloves, safety specs and hi-vis clothing. Regular toolbox talks. Trained operative. No operator to work from the bed of a truck. All crane operators use a harness. Operator will not operate crane a minimum of 12m of reach from overhead cables. All stabilisers are always used with base plates. Ensure chains and slings do not get snagged. Wherever possible work is to be carried out at ground level. Loads must be slung and hook connected then the operator must stand down and away from vehicle before lifts are complete. All loads strapped in place with connections on passenger side to allow safe checking when pulled over. 	3	4	12	<ul style="list-style-type: none"> All crane drivers require harness training. Two-level barrier system to be inspected daily. Only one item to be lifted at a time. Driver to ensure pedestrians stay clear of the load and refuses to lift otherwise. When customer loads or unloads vehicle, a safe location must be agreed. Drivers may only enter back of truck by use of fitted ladder and if guard rails are up. 	1	4	4

M1 M8 D2 O4	Use of seatbelts	Drivers	Failure to wear your seatbelt increases the risk of being ejected from your vehicle or being thrown around the interior of the cab.	<ul style="list-style-type: none"> Secure all loose items in the cab to prevent injury in the event of a collision. Whilst driving on the public highway and delivery sites drivers are required to wear seatbelts at all times. This minimises injury in the event or collision or rollover. It is also good practice to wear your seatbelt on low speed reversing manoeuvre. 	3	4	12	<ul style="list-style-type: none"> All driver responsibilities are communicated through Company policies, the drivers' handbook and regular toolbox talks. 	3	4	12
M1 M8 D2 O4	Use of seatbelts	Passengers	Failure to wear your seatbelt increases the risk of being ejected from the vehicle or being thrown around the interior of the cab and/or passenger	<ul style="list-style-type: none"> Secure all loose items in the cab to prevent injury in the event of a collision. Whilst being carried in a vehicle being driven on the public highway and delivery sites, passengers are required to wear seatbelts at all times. This minimises injury in the event or collision or rollover. It is also good practice to wear your seatbelt when the vehicle is doing low-speed reversing manoeuvres. 	3	4	12	<ul style="list-style-type: none"> All passenger responsibilities are communicated through Company policies, the drivers' handbook and regular toolbox talks. 	3	4	12

M1 M5 M8 D5	Distraction whilst receiving and/or making calls using a hands-free mobile phone.	Drivers	Non-compliance of the law, risk of loss of Drivers' Licence/ dangers to vulnerable road users/ financial penalty.	<ul style="list-style-type: none"> A comprehensive Company policy is published which outlines the legal responsibilities of both management and drivers. 	3	4	12	<ul style="list-style-type: none"> Drivers are not permitted to use a mobile phone under any circumstance as the Company policy is zero tolerance for mobile phone use. 	1	4	4
M1 M5 M8 D5	Distraction whilst receiving and/or making calls using a mobile phone.	Drivers	Non-compliance of the law, risk of loss of Drivers' Licence/ dangers to vulnerable road users/ financial penalty.	<ul style="list-style-type: none"> Legislation – it is illegal to use a hand-held-mobile phone whilst driving. A comprehensive Company policy is published which outlines the legal responsibilities of both management and drivers. 	4	4	16	<ul style="list-style-type: none"> Drivers are instructed that they do not use hand-held mobile phones when driving for calls or communications. Legal responsibilities and the Company policy are published and communicated to drivers through the drivers' handbook, toolbox talks and comprehension assessments. Personal mobile phones are to be diverted to a voicemail messaging service when driving for work. 	1	4	4
M1 M5 M8 D5	Distraction whilst using any device for messaging or data services.	Drivers	Non-compliance of the law, risk of loss of Drivers' Licence/ dangers to vulnerable road users/ financial penalty.	<ul style="list-style-type: none"> Legislation – it is illegal to use a hand-held-mobile phone whilst driving. A comprehensive Company policy is published which outlines the legal responsibilities of both management and drivers. 	3	4	12	<ul style="list-style-type: none"> Drivers are instructed that they do not use hand-held or hands-free mobile phones when driving for: <ol style="list-style-type: none"> Texting, emailing or other messaging service. Reading messages or viewing other media. Browsing the internet. 	1	4	4

M1 M8 V5	Coupling and uncoupling.	Operator and others in the immediate area.	Property damaged, damage to vehicle.	<ul style="list-style-type: none"> Drivers/others may suffer serious crush injuries if trapped by a moving trailer or tractor unit. Drivers are instructed to follow safe systems of work for coupling/uncoupling. The Company performs spot checks to ensure drivers are following safe systems of work. 	2	2	4	<ul style="list-style-type: none"> Drivers' handbook issued and toolbox talks are periodically communicated. Drivers are instructed to report when they feel ill, have developed a medical condition or are taking medication that could affect their driving. The Company will regularly review shift schedules with drivers to ensure the risk of fatigue is minimised 	1	2	2
M1 M8 V5	Vehicle unsafe due to an insecure load.	Operator and others in the immediate area.	Property damaged, damage to vehicle, and injury.	<ul style="list-style-type: none"> Legal responsibilities and Company policy on Health and Safety and Driving at Work are published and communicated to drivers. Construction and Use Regulations state the load must be secured in such a way that it is not a danger to other road users. Load restraining systems used are suitable for the task/load/vehicle and are regularly inspected. 	3	4	12	<ul style="list-style-type: none"> Drivers' handbook issued and toolbox talks are periodically communicated. Drivers are instructed to: <ul style="list-style-type: none"> a) Use safe stacking/packing practices. b) Not accumulate additional unnecessary items. c) Ensure the load is stable keeping the centre of gravity as low as possible. d) Put heavy items in the centre of the vehicle and at the bottom of the load. e) Ensure different items of the load cannot move separately. 	1	4	4
M1 M8 V5	Security of driver vehicle and load.	Driver	Non-compliance of the law, dangers to vulnerable road users, drivers and public.	<ul style="list-style-type: none"> CCTV fitted outside and in. Tracker fitted. Vehicles kept overnight in a secure compound. Factory-fitted immobiliser. 	3	4	12	<ul style="list-style-type: none"> Driver to ensure doors are locked when in or out cab. No hitchhikers are permitted on vehicle. If summoned to stop/pull over, do not unlock vehicle unless it's the emergency services or an obvious emergency. If theft of load is attempted whilst in vehicle, do not confront them. Remain in locked cab and call emergency services. 	1	4	4

M1	Vehicle collision with property or	Operator and others in the immediate area.	Hit by moving vehicle, property damaged, damage to vehicle.	<ul style="list-style-type: none"> Legal responsibilities and Company policy on Health and Safety and Driving at Work are published and communicated to drivers. All drivers are fully trained and competent. Site premises are well lit and designed to ensure minimum reversing is required. Pedestrian segregation and walkway is clearly signed. Vehicles that are fitted with safety equipment, i.e. cameras, mirrors, horn, reversing alarms etc. are inspected during daily defect checks. Vehicles that are fitted with reversing sensors and/or camera. Parking and loading areas are clearly marked to inform drivers. Drivers are instructed to request a banksman who is trained in hand signals to assist with manoeuvring. Vehicle manoeuvring is kept to an absolute minimum and is performed in a safe and controlled manner at all times 	2	2	4	<ul style="list-style-type: none"> Drivers' handbook issued, and toolbox talks are periodically communicated. Drivers are instructed to: <ul style="list-style-type: none"> a) Always adhere to training and follow the Company's safe ways of working. If in doubt, do not reverse or perform the manoeuvre. b) Do not reverse at a speed above 3mph. c) Use a banksman as a guide, but ensure the banksman knows the appropriate signals. d) If there is no-one available to act as banksman, get out of the vehicle to check the space behind. e) Ensure the reversing lights are serviceable at all times. f) Use hazard lights whilst reversing and use the horn as necessary. g) Be constantly aware of pedestrians and other moving vehicles. h) Parking must take place in a position so as not to endanger or cause and obstruction to colleagues, the public (including vulnerable road users) or other traffic. The parking brake must always be applied before leaving the vehicle 	1	2	2
M8	Vehicle collision with property or	Operator and others in the immediate area.	Hit by moving vehicle, property damaged, damage to vehicle.								
D2	person whilst manoeuvring on site, i.e. reversing, forward manoeuvring and turning.										
O3											

M1 M8 V5	Ground conditions	Operator and others in the immediate area.	Overturning or instability of vehicle due to ground failure. Lorry stuck in mud. Damage to client's property i.e. grass.	<ul style="list-style-type: none"> Competent driver/operator, when manoeuvring off road will check ground conditions for suitability for the vehicle type. Driver to also be mindful of ground which may cause damage to tyres. Be aware of manhole covers which may not be strong enough to support the outfit. 	4	4	16	<ul style="list-style-type: none"> Appropriate training given to drivers, loaders, banksmen and site staff. Loading only allowed in specified areas. Drivers need to be familiar with site and routes. 	1	4	4
M1 M8 V7	Vehicle maintenance	Operator	Failure of lights, tyres, brakes etc.	<ul style="list-style-type: none"> Driver to carry out pre-use inspection of vehicle. Check tyres, fluids and brakes for safe operation and operating pressures BEFORE moving off. 	3	3	9	<ul style="list-style-type: none"> Driver training of defect checks and toolbox talks 	1	3	3
M1 M8 V5	Use of a trailer	Operator	Strains, sprains from incorrect handling. Crush injury. Cuts and abrasions.	<ul style="list-style-type: none"> Driver to be licensed and competent. Driver to be aware of length and height of outfit at any given load. Pre-use checks on trailer. 	3	3	9	<ul style="list-style-type: none"> Operator competent is use of a trailer and competently trained 	2	3	6
M1 M8 V5 O1	Low bridges/ gantry and height restriction	Operator	Striking bridges and legal height restrictions	<ul style="list-style-type: none"> Awareness of height of vehicle in all ranges of load. Plan route. 	3	4	12	<ul style="list-style-type: none"> Use of in vehicle height indicators. 	1	4	4

M1 M8 D2	Adverse weather conditions	Drivers	Reduced visibility, near-misses and road traffic accidents.	3	3	9	<ul style="list-style-type: none"> ▪ "Never start a journey without ensuring that all glass areas are clean and clear, free of frost and snow. An ice scraper/squeegee is essential. Don't rely on demisters and internal heating to do this for you whilst you are travelling. ▪ See and be seen - if you cannot see clearly, use dipped headlights. ▪ Use front and rear fog lights if visibility is seriously reduced, only when you cannot see more than 100m. Switch them off when visibility improves. ▪ Keep a safe distance from the vehicle in front. You should always be able to stop within the distance you can see to be clear. ▪ Remember to allow more time to brake and accelerate. Leave more room between you and the driver in front and try to be patient. ▪ In fog, do not get too close to the tail lights of the vehicle in front and use the edge of the carriageway, hazard lines and cat's eyes as a guide. ▪ Be aware of your speed; keep your speed down where the road has been gritted, there are wet leaves, rain, oil, loose dust or gravel and mud. ▪ Pay particular attention to the road surface. Snow and ice will greatly reduce the grip of the tyres - drive slowly in a high gear to avoid wheelspin. ▪ Keep a careful watch on other road users, especially pedestrians, horses and their riders, motor and pedal cyclists. 	3	3	9
							<ul style="list-style-type: none"> ▪ Check the national and local weather forecasts. ▪ Before setting off in hazardous conditions ask yourself 'is this journey absolutely necessary?' ▪ Where possible, use major routes which may have been gritted/salted. Side roads which tend not to be treated may be blocked. ▪ Tell someone that you are going, an estimated time of arrival, your proposed destination and the route. ▪ Going to be a long journey? Consider taking food and a hot drink with you as well as a thick rug. ▪ If you take any medication, ensure you have extra supplies if necessary. ▪ Do take a mobile phone if you have one. Ensure the battery is fully charged before your journey. ▪ Take some high energy food such as chocolate, boiled sweets etc. ▪ Carrying a thermos flask filled with hot soup is recommended on longer journeys. ▪ Drivers are advised to stay inside the vehicle until assistance arrives, unless road conditions make this a more dangerous action (hard shoulder of motorways) or they are advised by the police to leave the vehicle. 			

M1 M8	Falling due to poor visibility and lighting.	Operators/ loaders	Falls from height/Injury	<ul style="list-style-type: none"> Legal responsibilities and Company policy on Health and Safety and Driving at Work are published and communicated to drivers. All drivers must be fully trained and competent. The correct PPE must be worn at all times. 	3	3	9	<ul style="list-style-type: none"> Drivers' handbook issued and toolbox talks are periodically communicated. Drivers are instructed to: <ol style="list-style-type: none"> Ensure all interior lights are in full working order. Use the interior and exterior vehicle lighting as required. Take extra care mounting and dismounting in poor visibility. 	1	4	4
M1 M8	Driving hours	Operator	Legal consequences of exceeding hours/breaks	<ul style="list-style-type: none"> Driver competence, Company policy and awareness of hours, restrictions and breaks. 	3	4	12	<ul style="list-style-type: none"> Driver CPC training, toolbox talks and monitoring of compliance of the law. 	1	4	4
M1 M8	Falling as a result of mounting and dismounting the vehicle.	Passengers	Falls from height	<ul style="list-style-type: none"> Passengers are instructed to face into vehicle when climbing up or down, 3 points of contact rule to be applied. Keep vehicle deck clean and tidy. Legal responsibilities and Company policy on Health and Safety and Driving at Work are published and communicated to drivers. All drivers must be fully trained and competent. Fixed steps and grab bars allow passengers to ingress and egress the vehicle safely. 	3	5	15	<ul style="list-style-type: none"> Drivers' handbook issued and toolbox talks are periodically communicated. Drivers are instructed to: <ol style="list-style-type: none"> Always adhere to their training and follow the Company's safe procedures for working Ask passengers to keep the soles of footwear clean to reduce the risk of slipping. Maintain good housekeeping in the cab. 	1	5	5

M1 M8 D2	Driving and manoeuvring	Operator and others in the immediate area.	Vehicle damage, contact with pedestrians, injury, loss of reputation, court fines.	<ul style="list-style-type: none"> Competent operator/driver, banksman available for manoeuvring and/or reversing. Awareness of site rules. PPE to be worn including hi-vis. Awareness of and adherence to speed limits. Operate the vehicle to the conditions. Show courtesy for other roads users. OBSERVE STRICT ONE WAY ROUTES WHERE APPLICABLE. Avoid reversing where possible. 	5	4	20	<ul style="list-style-type: none"> Appropriate training given to drivers, loaders, banksmen and site staff. Loading is only allowed in specified areas. 	1	4	4
M1 M8 D2	Reversing	Other persons / property	Hit by moving vehicle, property damaged, damage to vehicle.	<ul style="list-style-type: none"> Competent operator available. Reversing without a competent banksman is banned by the Company. Ensure banksman can be seen at all times. Use reversing cameras (where fitted) to assist, reverse slowly, listen for warnings. 	3	5	15	<ul style="list-style-type: none"> Appropriate training given to drivers, loaders, banksmen and site staff. Loading is only allowed in specified areas. 	1	4	4
M1 M8 V5	Manual handling	Operator/ uplift/ offload	Strains, sprains from incorrect handling. Crush injury. Cuts and abrasions.	<ul style="list-style-type: none"> Competent operator available. Correct slinging method is adhered to. All lifting gear checked in accordance with LOLER regulations. Legal responsibilities and company policy on Health and Safety and Driving at Work are published and communicated to drivers. All drivers must be fully trained and competent. The correct PPE must be worn at all times. All opening, closing and locking mechanisms which require manual operation are maintained to minimise the force needed to operate them, thereby minimising the risk of injury. 	3	4	12	<ul style="list-style-type: none"> Drivers' handbook issued and toolbox talks are periodically communicated. Drivers are instructed to inspect all opening, closing and locking mechanisms requiring manual operation during their first use defect check. 	1	4	4

M1 M8 V5 O4	Working at height/falling as a result of mounting and dismounting the vehicle. Drivers and loading staff may suffer serious, possibly fatal injuries if they fall from a vehicle or trailer	Operators, drivers, passengers, operatives	Falls from height	<ul style="list-style-type: none"> Competent operators, face into vehicle when climbing up or down, 3 points of contact rule to be applied. Keep vehicle deck clean and tidy. Legal responsibilities and Company policy on Health and Safety and Driving at Work are published and communicated to drivers. All drivers must be fully trained and competent. The correct PPE must be worn at all times. Loading and unloading is planned; working on the bed of the trailer is avoided. Suitable access equipment is used to access the trailer unit and drivers are trained to use it safely. Drivers are trained in a safe system of work for sheering loads, e.g. safe use of PPE. Fall arrest equipment is inspected by a competent person prior to use. Drivers are instructed not to walk backwards on the trailer or to jump from the cab or trailer. Fixed steps and grab bars allow drivers to ingress and egress the vehicle safely. 	3	5	15	<ul style="list-style-type: none"> Drivers' handbook issued and toolbox talks are periodically communicated. Drivers are instructed to: <ul style="list-style-type: none"> a) Always adhere to your training and follow the company's safe procedures for working, keep the soles of footwear clean to reduce the risk of slipping. b) Use a safe system of accessing on or off of the vehicle: three points of contact must be used to access and egress from the vehicle at all times. The driver must always be facing the vehicle whilst entering or leaving the vehicle. c) Follow safe systems for work for loading and unloading the vehicle. d) Report any missing or damaged access equipment. e) Maintain good housekeeping in the cab and the trailer. f) Retrofit foldable steps to improve access to the trailer bed on two vehicles. g) Consider using other forms of access equipment where appropriate, e.g. mobile elevating work platforms (MEWPs) or podium steps. 	1	5	5
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