

RISK ASSESMENT

IWASTE

TASK:

REF NO:

DOC RA - 2025

WORK LOCATION:

ASSESMENT DATE:

HAZARD	POTENTIAL HARM	PRE-CONTROL RISK			CONTROL MEASURES/ ACTION REQUIRED	POST-CONTROL RISK		
		LIKELIHOOD	SEVERITY	RISK RATING		LIKELIHOOD	SEVERITY	RISK RATING
Collision with persons, staff, objects	Breaks, fractures, abrasions, bruising, lacerations	4	2	8	Always adhere to specific walk way routes Display warning signs where appropriate PPE to be worn at all times, Hi Vis, Safety Footwear. Site induction where applicable, Information, Instruction, Training and Supervision	2	2	4
Assessment of access and handling routes on and off site	Breaks, fractures, abrasions, bruising, lacerations, strains, joint injury.	3	2	6	Ensure the route and work area are clear of all obstacles before collection to minimise the risk of injury to persons or surrounding environment. Information, Instruction, Training and Supervision.	2	2	4
Lifting, bending, carrying, pushing, pulling, repetitive tasks	Back injury, aches, strains, hernia, joint injury, muscular, nerve	3	3	9	Manual handling training, use of TILE principle, always seek assistance on unusual shape/heavy items, use of mechanical lifting aids where possible, Information, Instruction, Training and Supervision	2	3	6
Trip Hazards	Breaks, fractures, abrasions, bruising, lacerations, strains, joint injury.	3	2	6	Always ensure the walkways are clear. Ensure there are no trailing cables, boxes or objects in the walkway. Wear approved safety footwear at all times, Information, Instruction, Training and Supervision	2	2	4
Trapping/crushing, contact with vehicles	Major injury, loss of limb, death	2	4	8	Always adhere to specific walk way routes Display warning signs where appropriate PPE to be worn at all times, Hi Vis, Safety Footwear, Gloves. Be aware of all traffic within the loading bay area. Site induction where applicable, Information, Instruction, Training and Supervision	1	4	4
Sharp Objects/ Materials	Abrasions, Lacerations, Contamination	3	2	6	Wear Appropriate PPE, gloves suitable for the task Information, Instruction, Training and Supervision	2	2	4

Lone working.	Death fire, burns, asphyxiation, entrapment, falls, unconsciousness, breaks, fractures, concussion.	3	4	12	Fire Evacuation/awareness training Emergency Procedures Mobile/Radio communication, Use of tracker, Information, Instruction and Training	1	4	4
Chemicals/Liquids/ Hazardous Substances	Skin and eye irritation, Dermatitis, inhalation, vomiting, burns, poisoning, absorption	3	4	12	Wear Appropriate PPE, Gloves, Safety Goggles, RPE in accordance with COSHH risk assessments, Information and Control, Information, Instruction, Training and Supervision	1	4	4

Those At Risk	YES/NO
Employees	YES
Clients	YES
Visitors	YES
Other Contractors	YES
Members of the Public	N/A

Recommendations	YES	NO
Could anything more be reasonably done to eliminate or reduce the risk?		NO
Have these controls been included in the Method Statement?	YES	
Do these require a permit to Work?		YES

A review of this Risk Assessment will be completed centrally every 12 months or whenever deemed necessary as a result of a significant change in process, procedure, product or legislation.

Risk Assessment Carried out By		Year 1 Review		Year 2 Review	
Name:	LOUISE DRYSDALE	Assessment Date:		Assessment Date:	3 Jan 2027
Position:	GENERAL MANAGER	New Risk As:		New Risk As:	
Date:	01/03/2025	Completed By:		Completed By:	
Signed:	LDRYSDALE	Signature:		Signature:	

RISK ANALYSIS

	Likelihood
1	Unlikely to happen
2	Improbable to happen
3	Likely to happen
4	Highly probable to happen
5	Certain to happen

	Severity
1	Minor injury/first aid
2	Injury/illness/reportable
3	Serious injury/disablement
4	Death/Fire
5	Multi deaths

Hazard Rating = Likelihood X Severity

Rating	Risk	Description
1 - 4	Not Significant/Acceptable	No further action required. Control measures must be maintained at all times whilst conforming to company's H & S Policy
5 - 9	Low Risk/Adequate	Look to improve on control measures at next review where possible.
10 - 16	High Risk/Tolerable	Investigate risks further and seek advice to see if the hazard can be further controlled, i.e change in machinery or method of work.
17 - 25	Very High Risk/Unacceptable	Work must not be started. If already carried out, it must be stopped immediately. Immediate improvements must be made and further controls introduced before work can commence.

		Likelihood				
	Risk	1	2	3	4	5
Severity	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Method Statement



Description of the Task/Activity:		Collection of WEEE	
Site Address/Location:		Start Date/Time:	
		Finish Date/Time:	
Personnel Involved	Name	Role/Trade	
		Collection Driver	
Work Supervisor		Role:	Tel:
Key Plant & Tools Required	Electrical stair walker, trolley and sack barrow.		
Other Essential Equipment	Shrink wrap and blankets.		
Specific Identified Residual Risks (or refer to the task specific risk assessment)			
Specific Staff Training Requirements	All staff will have completed Gateway Procedures and inductions before any works commence. All staff are trained in Manual Handling.		
Sequence of Operations (Specifying methods of working, tools, materials and equipment utilized)	Driver & collection vehicle enters customers premise – manoeuvring vehicle into a safe designated position.		
	Site contact/Store Manager will be located and iWaste will be shown equipment required to be collected.		
	Site will be assessed and safest route through building to collection vehicle will be established – where possible a forklift will be used to load equipment onto vehicle.		
	Equipment will then be removed from the building – using sack barrows when required – and loaded onto the iWaste vehicle.		
	Equipment is secure loaded and stored on the vehicle in a safe manner.		
	Waste consignment notes will be issued and signed.		
	iWaste will leave site following completion of required task and site contacts approval.		
Method of Access and Egress to the work area			
Fall Protection Measures (Where work at height cannot be eliminated)	NO WORKING AT HEIGHT TO TAKE PLACE		

Hazardous Substances (Attach COSSH Assessments & Safety Data Sheets)		(i.e., Lubricants, Solvents, Flammable Materials, Welding Gases etc)								
		Explosive	Flammable	Oxidizing	Corrosive	Acute toxicity	Hazardous to Environment	Health Hazard/Hazardous to ozone layer	Serious Health Hazard	
		NO	NO	NO	NO	NO	NO	NO	NO	
Applicable:										
Symbol:										
Environmental Spill Precautions		A spill kit will be held on site and all spills will be managed as per their Material Safety Data Sheet. An environmental incident report will be completed as and when required.								
Management and Control of Asbestos		iWaste vehicles have Asbestos Testing Kits on all their vehicles. The kits are designed too enable us to safely take a sample from suspected material. They come with complete instructions and PPE, which meets HSE criteria. If any personnel suspects Asbestos is in the building the trained worker will test the area. He will make aware all the workers in the vicinity and work will cease. The site Manager will be informed. The company Safe Asbestos Sampling will be called in to assess the Asbestos and advise on a safe and efficient solution. 0800 3688848. info@asbestos-sampling.com								
Required Personnel Protective Equipment		Safety Boots	Hard Hats	Safety Gloves	Hearing Protection	Respiratory Protection	Eye Protection	Hi-Viz		
Applicable:		YES	YES	YES	NO	NO	NO	Yes		
Symbol:										
Refer to Construction Phase Plan										
Emergency Procedures:		In case of emergency call 999. Inform the Site Manager.								
First Aid Facilities:		Name of On-Site First Aider(s):		Customer Site						
		First Aid Box(s) Location:		All iWaste Vans are equipped with Full First Aid Boxes						
		Location of Nearest Hospital:		Site to provide details						
Fire Fighting:		Name of On-Site Fire Responder(s):		Customer Site						
		Fire extinguisher(s) Location:		All iWaste Vans are equipped with Fire Extinguishers						
		Location of Nearest Fire Brigade:		Site to provide details						
Other Information & Comments:		No hot works are planned.								

All work will be undertaken by qualified competent persons with experience of the type of work described above, and in all cases in full accordance with safety procedures specified in the companies Health & Safety Policy

Prepared By:	Louise Drysdale
Position:	General Manager
Date:	01 March 2025

SIGNATURES OF ENGINEERS TO CONFIRM AGREEMENT WITH THE SAFE SYSTEMS ATTACHED:

