

SSOW WD09 – Safe System of Work: Neighbourhood Waste Loading - Midland Road, Old Welton Recycling Centre, Pixash Lane Recycling Centre

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1. Activity

This safe system of work describes the activities involved in the loading of Neighbourhood waste at the Midland Road Depot, Old Welton Recycling Centre & Pixash Lane Recycling Centre.

The activity occurs within the Waste Collection depot at Bath and on the 'non-public' areas of the Old Welton and Pixash Lane Recycling Centres

Specific controls are applied to ensure that these activities are safely undertaken.

2. Persons at Risk

Employees
Members of the public

3. Hazards

Contact with moving plant
Vehicle Collision

4. Procedures

- Before entering the Loading Area you are to ensure all non-essential personnel including members of the public, and vehicles are well clear of the area.
- The loading operation operates in conflict with the Waste Collection and cleansing operations at Midland Road Depot. You must ensure that before commencing operations at the site that the main body of Waste Collection Vehicles have left the site. The optimal time for this activity will be between the following times to ensure that interaction between the activities is minimised:

- After 08:00 and before 13:00.
- Be aware that all depots are busy operationally. Support vehicles and pedestrians will still be using the site throughout the course of the working day.
- Only suitably competent and trained personnel are to operate the mobile plant on site. Details of competent operators are displayed in the site offices.
- Before loading neighbourhood waste into the container you are to ensure the container is placed on the ground
- Whilst carrying out loading operations in the bay at Midland Road Depot a Banksman must be present or the gate nearest to the container closed, in order to control the movements of any possible pedestrian or vehicle traffic that may encroach the loading area
- Whilst carrying out loading operations in the bay at Old Welton Recycling Centre the entrance into the lower yard / loading area must be closed off with a barrier to prevent any vehicle / pedestrian access.
- Whilst levelling off the sweepers waste container at Pixash Lane a barrier must be used to stop traffic entering the lower yard whilst the machine is in conflict with the entrance / exit.
- Whilst operating the plant remain vigilant to the possible presence of other vehicles and pedestrians operating within the area
- High visibility clothing must be worn at all times. It might be necessary for the plant operator to get out of the machine
- Be aware when 'picking up', 'carrying' and 'discharging' material with the bucket or grab of potential dangers and damage to plant and equipment which could result from reckless and careless actions whilst in control of the machine
- When digging into the waste with the loading shovel avoid wheel spinning where possible
- Take special care when reversing over pedestrian walking lanes
- On board reversing camera should be used at all times.
- Dust masks and ear defenders are available if required.
- The area around the container must be kept clear of debris.

5. General Guidance

- In the event of serious injury, an ambulance must be called immediately and your line manager informed.

- Each site has qualified first aiders who will deal with minor injuries. All other staff will be trained in basic first aid.
- Do not indulge in horseplay, as this causes accidents.

6. Personal Protective Equipment

Hi-Visibility Clothing

Steel toe cap and midsole footwear

7. Medical Requirements / Vaccinations

Not applicable.

8. Training

All staff to be Operationally Competent and regularly assessed in plant operation.

In house training on safe working practices repeated at least two yearly

Related Documents	
	Reference:
Safe Systems of Work	
Transfer Station Operations	SSOW WD02
PPE	SSOW WD05
Risk Assessments	
Wheeled Loading Shovel	WD11
Pedestrian Access	WD12
Rubble and Greenery Bay	WD38