|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Proposed Work** | Cut Grass or Hedge as per customer/client’s requirements | | | |
| **Resources** | 1 x Tractor  1 x Side Arm with flail machine  1 x Appropriate Road signs if applicable  **Note**: All plant and equipment supplied to employees has been selected, maintained and issued in accordance with the requirements of PUWER 1998 and LOLER 1998  All staff are fully trained in the operation andusage of the equipment supplied for the operation | | | |
| **PPE** | * Steel toe capped boots * Gloves (where necessary) * High Visibility clothing (jacket & trousers) | | | |
| **Method** | **Grass/Hedge Cutting** | * The operative is to cut the grass/hedge as per the customers requirements or as per the plans given | | |
| **Site Supervision** | * Overall responsibility for all operations will be Charley Webber (07836 746349) | | |
|  | **Safe Systems of work** | * With all machinery turned OFF. Daily checks must be carried out on all equipment before work commences. (See tractor maintenance sheet). If the equipment is found to be not working correctly then an alternative tractor/machine must be used if available. * Make sure you know the exact area you are working in and you have checked the area for posts, manhole covers and underground & over ground services * Make sure warning signs are set out before work commences * Make sure all amber flashing beacons are operating at all times. * Tractors on motorways to only move and/or work within a mobile closure.( Tractors can be delivered by and collected by a low loader into a fixed closure) * If you are unsure of the requirements for the vis cuts etc. – please see the sheet in the vehicle packs * If anyone approaches the machine (approx. 10ft circle) turn all machinery off completely * When leaving the cab, the machine and tractor to be switched off completely and the key removed * Hand wipes are to be used for eating/drinking * If visibility drops and it is unsafe to carry on. Stop work and inform management and wait instructions | | |
|  | **Communication and liaison** | A director of Agriplant will be available by telephone on (01954 719705) or (07836 746349). Mobile phones to be only used on site in a safe area. | | |
|  | **Emergency plans** | * Potential problems in getting to a casualty shall be anticipated * Hazardous overhead or underground services at the worksite shall be identified prior to work being undertaken * The disturbance of wasp nests/or other similar insects should be dealt with in the following way. Remove the crew from the nest location or crew vehicle until the wasps/insects have dispersed or the nest has been dealt with by a qualified person. * Emergency contact details and site evacuation procedures that may be necessary shall be planned prior to work being undertaken. It is anticipated that these details may include: * Site location name * Designated meeting place (useful in remote areas to guide the emergency services to the worksite) * Type of access (public road / light vehicles, four-wheel drive required etc.) * Location and phone number of the nearest accident and emergency hospital – to be provided by Agriplant within vehicle pack and briefed to all staff on the worksite by the Supervisor. * If after first aid has been administered a casualty is able to walk and is near to transport or the roadside, they shall be helped to leave the area, otherwise they shall only be moved if it is absolutely necessary. * All Agriplant vehicles have first aid kits to HSE * Staff shall be qualified in emergency first aid. * Should an accident or incident occur that requires the attendance of the emergency services, the client shall be informed. * Reporting of accidents shall be in accordance with Agriplant Ltd policy. The statutory requirements of RIDDOR shall be taken into account. * Agriplant Ltd accident report form shall be completed and details copied to the client as soon as reasonably practicable. * Spill kits shall be available in each vehicle in case of an accidental spillage of fuels or oils on site. | | |
| **Risk Ranking System** | The risk ranking system shown below has been used to help determine priorities for further action. It is based on the likelihood of injury occurring from a hazard and the seriousness of the outcome, taking into account the number of people involved and measures already in place in control hazards and reduce the risk.   |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **Likelihood** | **Score** | **Outcome/Severity** | **Score** | **Risk Ranking Number (RRN) = Likelihood x Outcome Score**  **Interpretation of the Risk Ranking System**   |  |  |  | | --- | --- | --- | | RRN 5 or less | = | Insignificant risk, no further action required | | RRN between 6 and 12 | = | Moderate risk, further control measures may be needed | | RRN greater than 12 | = | Inadequate controls, urgent remedial action required | | | Highly Improbable | 1 | Negligible Injuries | 1 | | Remotely Possible | 2 | Minor Injuries | 2 | | Occasional | 3 | Major Injuries | 3 | | Fairly Frequent | 4 | Fatal Injuries | 4 | | Frequent or Regular | 5 | Multiple Fatalities | 5 | | Almost and Certainty | 6 | Catastrophic Fatalities | 6 | | | | |
| **Risk Assessments** | |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | Description | Hazard | Risk of | Risk to | Likelihood Score | Outcome/  severity score | Total score | Existing controls | Likelihood Score | Outcome/  severity score | Total score | Further action needed | Overall score | |  |  |  |  |  |  |  |  |  |  |  |  |  | | **Environmental Conditions Ground Conditions** | Wet, Uneven or slippery surfaces | Muscular injuries  Slip, trips and falls.  Loss of control of moving machinery. | Operatives/ Third Parties | 4 | 3 | 12 | Staff training/awareness,  Safety footwear  Operatives instructed not to continue work if ground conditions are considered dangerous. Inspect the area before work commences | 2 | 3 | 6 |  | **Medium** | |  | Steep Banks | Muscular injuries.  Slip, trips and falls.  Loss of control of moving machinery | Operatives/ Third Parties | 2 | 4 | 8 | Staff training/awareness/ Safety footwear  Operatives instructed not to continue work if ground conditions are considered dangerous, Site should be checked before work commences.  Full Cabs or roll over hoops on tractors,  All tools when in use are stored outside the vehicle | 1 | 4 | 4 |  | **Low** | |  | Heat, sunshine | Discomfort, illness, sunburn, Skin Cancer, eye damage | Operative | 3 | 3 | 9 | Comfortable Clothing.  Regular breaks.  Sun Cream  Work in the shade if possible | 2 | 3 | 6 |  | **Medium** | |  | Cold, Wet | Discomfort, illness | Operative | 4 | 2 | 8 | Appropriate outdoor clothing.  Regular breaks. | 2 | 2 | 4 |  | **Low** | |  | Visibility = Poor weather and working in darkness/ low light | Loss of control of moving machinery | Operatives/ Public | 4 | 3 | 12 | Obey the highway code, if visibility is too poor stop work immediately, Move away from danger if possible. | 2 | 3 | 6 |  | **Medium** |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | Description | Hazard | Risk of | Risk to | Likelihood Score | Outcome/severity score | Total score | Existing controls | Likelihood Score | Outcome/severity score | Total score | Further action needed | Overall score | | **Operating in rural areas/remote sites** | Remote location | Accident or injury whilst working alone. No immediate assistance available | Operative | 4 | 4 | 16 | First aid kits on vehicles. Radio or telephone contact. Daily work schedule followed. Vehicle are tracked | 1 | 4 | 4 |  | **Low** |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **Lone Working** | Lone Working | Over exertion.  More serious injury due to lack of help in an emergency | Operative | 4 | 4 | 16 | First aid kits on vehicles. Radio or telephone contact. Daily work schedule followed. Vehicles are tracked. | 1 | 4 | 4 |  | **Low** |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **Roadside working** | Moving traffic | Road traffic accident | Operatives  Third Parties | 2 | 4 | 8 | Trained Staff. Local Knowledge. High visibility clothing. Amber beacons. Warning signs/correct traffic management to be in place before work commences. Work scheduled to avoid peak periods wherever possible. Driver visual awareness. A 610 arrow MUST be displayed at all times | 2 | 4 | 8 |  | **Medium** |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | Description | Hazard | Risk of | Risk to | Likelihood Score | Outcome/severity score | Total score | Existing controls | Likelihood Score | Outcome/severity score | Total score | Further action needed | Overall score | | **Operating in public open spaces** | Children & other people in work area (dogs) | Various injuries.  Operative distracted | Children.  General public.  Operatives  Dogs | 4 | 4 | 16 | Work scheduled during least busy periods wherever possible. Machinery/ equipment never left unattended & put away after use. Trained operators | 2 | 3 | 6 |  | **Medium** | | Moving machinery & vehicles | Contact or entanglement with vehicles or machinery | Children. General public. Operatives. Dogs | 3 | 4 | 12 | Local knowledge/ awareness of hazards/. | 2 | 4 | 8 |  | **Medium** | |  | Flying debris from machinery | Being struck by flying debris | Children. General public. Operatives. Dogs | 4 | 3 | 12 | Staff training/ awareness of dangers. Care taken when working in public areas or on roadside. Machinery immobilised when not in use, Correct guards fitted | 2 | 3 | 6 |  | **Medium** | | **Rivers, streams and waterways** | Falling in the water courses | Serious illness /infection. Panic drowning | Operatives/ Third Parties | 2 | 4 | 8 | Trained staff/ local knowledge, Protective clothing i.e., gloves and waterproofs, No lone working. Site specific risk assessment undertaken. | 2 | 4 | 8 |  | **Medium** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | Description | Hazard | Risk of | Risk to | Likelihood Score | Outcome/ severity score | Total score | Existing controls | Likelihood Score | Outcome/ severity score | | Total score | Further action needed | | | Overall Score | | **Tractor** | Moving machinery | Serious injury from contact with moving parts | Operator | 2 | 4 | 8 | Well maintained, correctly guarded machinery. Staff training & awareness of dangers. No loose clothing, Safety boots, all machinery turned off before work is carried out on the tractor or attachment. | 1 | 4 | 4 | |  | | **Low** | | |  | Flying Debris | Being Struck by flying debris / Property Damage | Operator/Third Parties | 3 | 3 | 9 | Staff training/awareness of dangers. Care taken when working in public areas or on roadside. Machinery immobilised when not in use, Safety boots/ Correct guards fitted/Safety goggles or equivalent. | 2 | 3 | 6 | |  |  | | **Medium** | |  | Coupling/ uncoupling equipment | Entrapment | Operator | 3 | 3 | 9 | Staff training/awareness of dangers & correct manual handling techniques | 2 | 3 | 6 | |  |  | | **Medium** |  | |  | Noise | Hearing damage | Operator | 3 | 3 | 9 | Ear defenders/regular breaks | 1 | 3 | 3 | |  |  | | **Low** |  | |  | Damaged/ defective equipment | Various personal injuries | Operator/Third parties | 2 | 4 | 8 | Regular serviced machinery. Pre use inspection. Defect reporting/responsive repairs system | 1 | 3 | 3 | |  |  | | **Low** |  | |  | Failure to immobilise equipment before adjusting, clearing debris or leaving cab | Contact/ entanglement with moving equipment | Operator | 3 | 3 | 9 | Staff training/awareness | 2 | 3 | 6 | |  |  | | **Medium** |  | |  | Operating machinery for long periods, loose object in cab | Fatigue/ Muscular injuries/Being struck by loose objects | Operator | 3 | 3 | 9 | Regular breaks, comfortable seats. Secure storage - no loose objects in cab | 1 | 3 | 3 | |  |  | | **Low** |  | |  | Fire | Refuelling | Operator | 3 | 2 | 6 | Tractor turned off before refuelling, no smoking, Fire extinguishers fitted in all vehicles | 1 | 2 | 2 | |  |  | | **Low** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | Description | Hazard | Risk of | Risk to | Likelihood Score | Outcome/ severity score | Total score | Existing controls | Likelihood Score | Outcome/ severity score | Total score | Further action needed | Overall Score | | **Driving grounds maintenance vehicles** | Adverse weather or road conditions | Road traffic accident. Impact with other vehicles or structures (off road). Road rage incident. Damage to vehicle | Operator/ Third parties | 3 | 4 | 12 | Local knowledge/ Appropriately licenced drivers/ First aid kits on vehicles | 2 | 4 | 8 |  | **Medium** | |  | Parking | Road traffic accident. Impact with other vehicles or structures (off road). Road rage incident. Damage to vehicle | Operator/ Third parties | 2 | 4 | 8 | Drivers to park safety avoiding obstruction | 2 | 4 | 8 |  | **Medium** | |  | Breakdown or mechanical failure | Road traffic accident. Impact with other vehicles or structures (off road). Road rage incident. Damage to vehicle | Operator/ Third parties | 2 | 4 | 8 | Radio/phone contact. Well maintained vehicles. Vehicle daily inspections and defect reporting systems | 2 | 4 | 8 |  | **Medium** | |  | Reversing | Various injuries | Operator/ Third parties | 3 | 4 | 12 | Well placed mirrors. Vehicle seen back by colleague in difficult conditions. All vehicles have audible reversing alarms | 2 | 4 | 8 |  | **Medium** | |  | Unsecured objects in cab | Being struck by unsecured items | Operator/ Third parties | 3 | 4 | 12 | No loose objects in the cab | 2 | 4 | 8 |  | **Medium** | |  | Getting in / out of the vehicle | Leg/foot injuries | Operator/ Third parties | 3 | 4 | 12 | Drivers advised to take care particularly when ground is slippery or uneven. | 2 | 4 | 8 |  | **Medium** | |  | Loading/ unloading vehicles | Muscular injuries | Operator/ Third parties | 3 | 4 | 12 | Operatives trained in correct manual handling methods | 2 | 4 | 8 |  | **Medium** | |  | Unsecured loads | Loads falling off vehicle/ Road traffic accident | Operator/ Third parties | 3 | 4 | 12 | Loads secured, netted or sheeted | 2 | 4 | 8 |  | **Medium** |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | Description | Hazard | Risk of | Risk to | Likelihood Score | Outcome/severity score | Total score | Existing controls | Likelihood Score | Outcome/severity score | Total score | Further action needed | Overall Score | | **Flail Machine** | Moving Machinery | Injury from contact or entanglement with equipment | Operator/ Third parties | 2 | 4 | 8 | Trained operators aware of dangers. Machinery immobilised when not in use. No loose clothing. Safety boots | 1 | 4 | 4 |  | **Low** | |  | Noise | Hearing damage | Operator | 3 | 3 | 9 | Trained operators aware of dangers. Machinery immobilised when not in use. No loose clothing. Safety boots/Ear defenders available. | 2 | 3 | 6 |  | **Medium** | |  | Flying Debris | Being Struck by flying debris / Property Damage | Operator/ Third Parties | 3 | 3 | 9 | Staff training/awareness of dangers. Care taken when working in public areas or on roadside. Machinery immobilised when not in use, Safety boots/ Correct guards fitted/Safety goggles or equivalent. | 2 | 3 | 6 |  | **Medium** | |  | Operating machinery for long periods. Repeated rear-view observations | Fatigue, discomfort. Muscular disorders particularly neck, back, shoulder problems | Operator | 3 | 3 | 9 | Sprung seats designed to minimise back problems. Regular breaks | 1 | 3 | 3 |  | **Low** | |  | Damaged/ defective equipment | Various personal injuries | Operator/ Third Parties | 2 | 3 | 6 | Regular servicing/ pre use inspection/Defect reporting/responsive repairs. | 1 | 3 | 3 |  | **Low** | |  | Failure to immobilise equipment before adjusting, clearing debris or when leaving the cab. | Contact/entanglement with moving parts leg/foot injuries when leaving the cab | Operator | 3 | 3 | 9 | Staff training/awareness | 2 | 3 | 6 |  | **Medium** | |  | Hitting someone or something with the arm | Serious injury from contact with moving parts/Damage to third party property | Operator/ Third Party | 4 | 3 | 12 | Well maintained, correctly guarded machinery. Staff training & awareness of dangers. All machinery is shut down when anyone approaches the machine and into the 10ft circle. | 3 | 3 | 9 |  | **Medium** | |  | Underground and over ground services | Contact with cables | Operator | 3 | 3 | 9 | Area is visually checked before any work commences, marked maps show historic areas | 3 | 2 | 6 |  | **Medium** | | | | |
| **Scope:**  This generic risk assessment shall include all foreseeable hazards resulting from the use of a tractor mounted flail machine. | **Duties & Responsibilites**   * To ensure the safety of co-workers and general public * To report all incidents and near misses to team leader * Ensure equipment is in safe working order * Perform safety checkes of equipment | | **Hazardous Substances:**   * Fuel * Hydraulic oil * Grease |