

<b>Project:</b>	Workshop/Yard/Site Operations	<b>RA No:</b>	21e	<b>Review Date</b>
<b>Operation / Task:</b>	Loading & Unloading of generic loads	<b>Persons at risk:</b>	Drivers, Workers, Site personnel	<b>31/01/2027</b>
<b>Location / Area:</b>	All Depots/Customer Construction Sites/Public Highways	<b>Public at risk:</b>	Yes	
<b>Monitoring Responsibility:</b>	Fleet Director, Transport Managers, Depot Manager, HSQE Team, Driver Operator, Site Management team			

**KEY**

**S = Severity Rating**

**L = Likelihood of Occurrence**

**RR = Risk Rating**

5	5	10	15	20	25	<b>R</b> Unacceptable risk, plan out or add further controls. <b>O</b> Acceptable only if no other method viable & with high level controls in place. <b>Y</b> Acceptable with suitable controls. <b>G</b> Acceptable, no further action required.
4	4	8	12	16	20	
3	3	6	9	12	15	
2	2	4	6	8	10	
1	1	2	3	4	5	
		1	2	3	4	5

Severity

Likelihood

Activity	Hazards/Risks Identified	Risk Rating			Control Measures	Residual Risk			Responsibility
		S	L	RR		S	L	RR	
Loading & Unloading General Loads	Falls of people or objects from the transporter load bed and ramps.	4	3	12	<ul style="list-style-type: none"> <li>Access to Transporters is limited to competent, authorised personnel.</li> <li>Edge protection must be in place at all times.</li> <li>Ensure transporter is parked on firm level ground during operations.</li> <li>Lashing chains, slings, timber, ropes etc. to be stowed safely when not in use so as not to create trip or falling hazards.</li> <li>Load bed and ramps to be kept free of debris, oil, grease etc. which could cause slippage of people or load. Sand to be spread where necessary to aid grip.</li> <li>Full PPE to be worn at all times.</li> <li>Use manufacturer fitted handholds and footholds.</li> <li>Daily defects to be conducted in full including load bed for damage/defects.</li> <li>Should any defects be found, ensure this is reported via Lynch defect reporting system.</li> </ul>	4	1	4	Fleet Director Transport Managers Depot Manager HSQE Team Driver Operator Site Management team
Loading & Unloading General Loads	Slips & Trips (injuries sustained, sprains, abrasions, lacerations).	4	3	12	<ul style="list-style-type: none"> <li>Mandatory PPE to be worn at all times.</li> <li>Ensure transporter is parked on firm level ground during loading/unloading.</li> <li>Loading area to be segregated from unauthorised personnel, use physical barriers where possible.</li> <li>Edge protection must be in place at all times.</li> <li>Use manufacturer fitted handholds and footholds.</li> <li>Daily defects to be conducted in full including load bed for damage/defects.</li> <li>Should any defects be found, ensure this is reported via Lynch defect reporting system.</li> </ul>	4	1	4	Fleet Director Transport Managers Depot Manager HSQE Team Driver Operator Site Management team

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Severity

Likelihood

Activity	Hazards/Risks Identified	Risk Rating			Control Measures	Residual Risk			Responsibility
		S	L	RR		S	L	RR	
Loading & Unloading General Loads	Driver injuries from moving vehicle/trailer parts and securing equipment and loads. Manual Handling Hand Injuries	4	4	16	<ul style="list-style-type: none"> <li>Mandatory PPE to be worn as per the safe system of work instruction for individual activities, including safety gloves.</li> <li>All drivers are trained in manual handling techniques.</li> <li>Driver to ensure that the exclusion zone is maintained. DO NOT walk under the ramps. DO NOT lower ramps until ensuring that the area is clear.</li> <li>Use manufacturer fitted handholds and footholds.</li> <li>Driver to keep all limbs clear of pinch points and crush zones on ramps and trailers.</li> </ul>	4	2	8	Fleet Director Transport Managers Depot Manager HSQE Team Driver Operator Site Management team
Loading & Unloading General Loads	Site personnel struck by moving vehicles and plant. (PPI).	5	3	15	<ul style="list-style-type: none"> <li>Customer site to establish an exclusion zone prior to all operations if site conditions/set up permits.</li> <li>No unauthorised personnel permitted into exclusion zone.</li> <li>When loading operations commence, driver must be outside of working area.</li> <li>Driver to adhere to vehicle and pedestrian routes as per the site rules and induction.</li> <li>Driver to adhere to site speed limits and traffic signs at all times.</li> <li>Driver to stop if they feel that the conditions or direction are unsafe at any point.</li> </ul>	5	1	5	Fleet Director Transport Managers Depot Manager HSQE Team Driver Operator Site Management team
Loading & Unloading General Loads	Unsecure loads	5	4	20	<ul style="list-style-type: none"> <li>All securing equipment must be inspected daily prior to use and any defects the item needs to be quarantined and disposed of accordingly.</li> <li>All straps are to have sleeves in place to stop load cutting into straps.</li> <li>Loads are to be secured down the length of the transported to account for acceleration braking and cornering.</li> </ul>	5	1	5	Fleet Director Transport Managers Depot Manager HSQE Team Driver Operator

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**KEY**

**S = Severity Rating**

- Negligible
- Minor Injury
- Major Injury (RIDDOR)
- Fatality
- Multiple Fatality

**L = Likelihood of Occurrence**

- Improbable
- Remote 1 – 10%
- Possible 10 – 50%
- Probable 50 – 90%
- Almost certain 90%+

**RR = Risk Rating**

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Activity	Hazards/Risks Identified	Risk Rating			Control Measures	Residual Risk			Responsibility
		S	L	RR		S	L	RR	
					<ul style="list-style-type: none"> <li>Dunnage to be used where appropriate to fill any gaps between cargo.</li> <li>Edge protection angles to be used with bricks and blocks where appropriate.</li> <li>Cargo nets to be used with any load whereby the load is not palletised or banded adequately.</li> <li>Additional rope to be added to any load that is not palletised or banded adequately.</li> <li>Loads to have a scotch cross at the rear to guard against the effects of acceleration.</li> <li>Correct amount of securing equipment to be used for the load.</li> <li>Safe working load must never be exceeded.</li> <li>All loose securing equipment must be stowed away when not required in vehicle tool bins.</li> <li>Timbers must be inspected to ensure that they are fit for use.</li> <li>Any defects found, DO NOT USE, dispose of and replace.</li> <li>If any damages are found to securing points, DO NOT PROCEED.</li> <li>The vehicle load bed and ramps will be kept free of debris and mud.</li> <li>After a short time in transit, the driver will stop at a safe location as planned prior to the work activity and check the load restraints.</li> <li>If the driver feels a load is not palletised or banded correctly, they must STOP immediately and contact the office. DO NOT continue with the load.</li> </ul>				Site Management team

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Most effective  
Least effective

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Activity	Hazards/Risks Identified	Risk Rating			Control Measures	Residual Risk			Responsibility
		S	L	RR		S	L	RR	
					<ul style="list-style-type: none"> <li>If the driver feels that the cargo is not loaded correctly, they must STOP immediately and contact the office. DO NOT continue with the load.</li> <li>During transport, if driver notices any changes or movement to the load or securing equipment, the driver must stop at a safe place and resecure as required.</li> </ul>				
Loading & Unloading General Loads	Electrocution from contact with overhead power cables	5	2	10	<ul style="list-style-type: none"> <li>Always follow the sites safe systems of work and routes provided when driving under overhead power cables.</li> <li>The height of the GS6 will be physically checked prior to the low loader transporting any item on site i.e. check as each GS6 is approached when entering or leaving site.</li> <li><b>DO NOT</b> work directly underneath overhead power cables.</li> <li><b>DO NOT</b> work within 9 metres horizontally of overhead power cables supported on wooden poles.</li> <li><b>DO NOT</b> work within 15 metres horizontally of overhead power cables supported on steel pylons or structures.</li> </ul>	5	1	5	Fleet Director Transport Managers Depot Manager HSQE Team Driver Operator Site Management team

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<b>Risk Assessment Prepared By:</b>	Paul Lynch	<b>Signature:</b>		<b>Date:</b>	31/01/2026
<b>Risk Assessment Reviewed By:</b>	Daniela Rizvan	<b>Signature:</b>		<b>Date:</b>	31/01/2026

