

SSOW 22: SWEEPER OPERATIONS

Issue Number: 03

Date of Issue: 31/01/2026

Based on: RA39

PURPOSE

To ensure sweeper operations are carried out safely and in a controlled manner, preventing collisions, falls from height, manual handling injuries, environmental harm, and risks associated with operating suction and wash-down equipment. This SSOW sets out the safe working practices, competency requirements, and equipment standards required to operate sweeper vehicles in accordance with RA39, manufacturer instructions, and site-specific rules.

PPE REQUIREMENTS

For this activity, the following PPE must be worn

					
☒	☒	☒	☒	☒	☒
High-vis Vest / Jacket + Trousers (BS EN 471)	Safety Boots (S3) (EN ISO 20345:2011)	Safety Gloves (Cut resistant) (EN 420:2003)	Safety Helmet (EN 397:1995)	Safety Glasses (EN 116:2001)	High-Vis waterproof coveralls (BS EN 471)

TRAINING REQUIREMENTS

- Competent and trained sweeper drivers only.
- Valid HGV licence and compliance with tachograph/duty time rules.
- Familiarity with RA39, site-specific traffic management plans, and customer RAMS.
- Training in safe use of sweeper controls, suction boom, gully sucker, and wash-down lance.
- Understanding of daily pre-use inspections and defect reporting procedures.
- Awareness of safe access/egress (3-point contact) and working at height restrictions.
- Knowledge of exclusion zones at tipping points and wash-down areas.

EQUIPMENT REQUIREMENTS

- Sweeper vehicle with manufacturer-fitted access steps, beacons, direction arrow, and wash-down lance.
- Functional suction boom, gully sucker, clamps, and extension hoses.
- Site-designated water point and suitable tipping/wash-down facilities.
- Communication device for coordination with site personnel.
- Barriers or signage where exclusion zones are required.

SAFE SYSTEM OF WORK

- All Lynch sweeper drivers are competent and trained to operate sweeper vehicles.
- All adhere to the working time procedures with the use of a tachograph under domestic rules. All drivers hold valid HGV licenses.
- Sweeper drivers must carry out all activities in line with training, manufacturer user guides and instructions.
- All Lynch sweepers have a copy of the manufacturer user guides and instructions inside the cab for reference.
- Prior to driving and operating all sweeper drivers will complete daily pre-use inspections of the sweeper reporting any defects identified.
- When completing daily defect checks at no point is the sweeper driver to climb onto the vehicle body or cab other than via the manufacturer fitted access/egress steps. Should attention be required to any equipment mounted on the vehicle body, cab roof, suction boom or beacons etc. this should be reported to the line

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manager to be rectified by a technician.

- All defects reported will be prioritised by the Transport Service Department for repair. Where defects are a risk to safety or other road users/persons, STOP and report to your line manager.
- The driver will maintain 3 points of contact when entering and exiting the sweeper using manufacturer fitted steps.
- The sweeper driver will plan their route to site prior to setting off.
- The direction warning arrow at the rear of the vehicle will remain covered or in the up position when being driven as a normal road vehicle – not sweeping.
- The driver will adhere to all speed limits and traffic rules.
- Upon arrival at the site the sweeper driver will report to site security/office and wait further instruction before continuing.
- All Lynch sweeper drivers will attend site inductions and orientations at each site as required.
- They will attend all customer site briefings as required and be briefed and signed onto customer RAMS, SSOW, Task Briefings etc.
- Once authorised by site to start work, the driver will carry out a Point of Works Risk Assessment (POWRA). Any additional control measures required will be addressed prior to commencing by the driver.
- The direction arrow at the rear of the vehicle will be set in the correct direction and beacons switched on.
- The site plant and vehicle traffic management plan will be adhered to at all times.
- At all times the driver will adhere to the site rules.
- Sweeper driver to fill up via site designated water point.
- When sweeping a highway, it should only be carried out on the left side of the carriageway with the traffic passing on the right, with the exception of one-way streets when the arrow should be reset according to which side is being swept.
- If sweeping is required to be carried out on the outer lane of a dual carriageway, then appropriate traffic management, in the form of static or mobile lane closure techniques, will be arranged prior to commencing.
- Tipping points on site must be fit for purpose and adequately protected. Edge protection must be in place in footfall areas.
- The driver must not walk into exclusion zones around tipping point, i.e. behind the rear of the raised body, in front of the pit without fall protection measures in place.
- The driver is to wash out the rear of the vehicle in the designated site point. Should this be over the pit then an established working platform with fall protection measures in place.
- Full PPE including safety gloves and glasses must be worn.
- The rear of the vehicle body will be cleaned following tipping activities with the use of the manufacturer's fitted lance.
- The driver must only point the lance and operate it at the designated area. Never point the lance or operate it near other people, animals etc.
- When the driver has completed the cleaning activity with the lance it must be stowed away correctly in its manufacturer fitted area on the sweeper vehicle.
- Should the sweeper driver be using the gully sucker caution must be taken when manoeuvring it.
- Safety gloves must be worn at all times when handling the gully sucker.
- The driver will open the gully cover using gully lifting keys.
- The gully sucker will be moved from its stowed position manually by unclamping it from its stowed locking point on the side of the vehicle. This is a 2-clip fastening system, pulling it down releasing it from the hook. There will be resistance as the gully sucker is spring loaded which the driver will need to control.
- Never release the gully sucker when operational, keep 2 hands on it at all times, until stowed back into position.
- When the extension hose is used, it must be clamped onto the gully sucker at the correct point using the clamp system securing it into place.
- Once the gully sucker extension is ready to put away, clean it out with the lance and stow back in the vehicle toolbox on the side of the body.

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- The driver can monitor quantities in the rear body by checking through the hatch located at the rear side of the body.
- Never raise the body with the rear door open when it is full. Open the rear door via remote system as per training and manufacturer instructions.

IDENTIFIED RISKS

The SSOW above has been compiled after identifying the following risks from this activity

- Falls from height
- Collisions, RTA, struck by, crush injuries
- Cuts, pinch points, hand, eye and face injuries
- Noise, environmental impact, spillages
- Musculoskeletal injuries from manual handling activities
- Slips/Trips/Falls
- Working near water – tipping areas

FOR MORE INFORMATION, PLEASE REFER TO RISK ASSESSMENT RA39

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