




RISK ASSESSMENT	Certification System	ISO-140012115 - OIL-RA-001 Risk Assessment Delivery and Collection Rev. 4	
	Issue Date	02/04/2025	
2115 – OIL-RA-001 Delivery and collections	Revision	4	
	Expiry Date	01/04/2028	
	Issued By	Ross Frame	
	Approved By	Stephen Weston	

2115 – OIL-RA-001 Delivery and collections


SITE LOCATION	Various		SEVERITY	LIKELIHOOD	PRIORITY
AREA	Various		1 – NO INJURY, NEGLIGIBLE DAMAGE	1 – REMOTE OCCURRENCE	
ENVIRONMENT OR TASK ASSESSED	DELIVERY AND COLLECTION		2 – MINOR INJURY, NO ABSENCE E.G. CUT FINGER	2 – IMPROBABLE OCCURRENCE	1 – 4 NOT SIGNIFICANT
CARRIED OUT BY	Ross Frame		3 – MINOR INJURY REQUIRING TIME OFF BUT LESS THAN 7 DAYS.	3 – POSSIBLE OCCURRENCE	5 – 9 LOW
DATE	02/04/2025		4 – INJURY RESULTING IN ABSENCE FOR 7 DAYS TO 2 WEEKS	4 – PROBABLE OCCURRENCE	10 – 17 MODERATE
REVIEW DATE	02/04/2028		5 – MAJOR INJURY OR DISABILITY	5 - LIKELY / FREQUENT OCCURRENCE	18 – 23 HIGH
			6 - FATALITY	6 - CERTAIN / IMMINENT	24 – 36 VERY HIGH
HAZARD	WHO MAY BE HARMED	EXISTING CONTROL MEASURES IN PLACE	CURRENT RISK (S X L)	ADDITIONAL CONTROL MEASURES REQUIRED TO MINIMISE RESIDUAL RISK	RESIDUAL RISK (S X L)
PHYSICAL:					

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Vehicle/ vehicle parts hitting pedestrians	Employees/ public	<p>Drivers will follow the customers instructions for the delivery and collection of oil and food waste.</p> <p>All drivers hold full drivers' licences for the vehicles they are driving.</p> <p>Drivers are assessed throughout the year by the driver trainers to assess their driving</p> <p>All licences are checked via the Government Licensing App and continually checked via our fleet compliance team.</p> <p>Drivers are to complete pre-use checks prior to using a vehicle to check it is in a fit state to use.</p> <p>All trucks are fitted with reverse beepers</p> <p>Drivers are to check the full circumference of the vehicle for pedestrians prior to lowering or lifting the tail lift.</p>	6 X 2 = 12	Reflective tape to be added to the sides of all tail lifts to make them more visible when they are down, being lowered or being lifted	6 X 1= 6
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MANUAL HANDLING INJURIES	Employees/ customers	<p>All staff are trained in manual handling techniques</p> <p>Olleco approved sack trolleys are used to transport barrels to truck before loading onto the tail lift</p> <p>Company policy is not to lift any containers 60l or above up or down stairs unless you have the assistance of the customer or a second man</p> <p>Oil containers have handles fitted to assist with any lifting operations</p>	3 X 4 = 12	<p>Staff to have their manual handling training refreshed on an annual basis</p> <p>Send safety alerts out regarding the importance of the use of the sack trolley's</p>	2 X 4 = 8
SLIPS TRIPS AND FALLS	Employees/ public	<p>Personnel are trained to check their load regularly, ensure it is wrapped adequately if required, ensure clamps have been secured if applicable and use absorbent materials to soak up any leaks. Furthermore the customer is to sign off to say they are happy with any clean up that takes place</p> <p>Vehicles are banded to catch spills.</p>	2 X 4 = 8	Nil	2 X 4 = 8

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		<p>Vehicles have spring bars and rails to secure loads</p> <p>All vehicles have spill kits</p> <p>Drivers are only to wear the Olleco approved SRC S3 rated footwear</p> <p>Staff use steps built into vehicles to enter and exit vehicle and are trained to have 3 points of contact at all times when entering and exiting a vehicle</p>			
SLASHED CANS	Employees/ customer	<p>Customers are advised that slashed cans can be dangerous and are offered barrels or wheelie bins to store waste oil in.</p> <p>Staff are provided with gloves to protect their hands</p>	2 x 2 = 4	Nil	2 x 2 = 4
UNAUTHORISED PASSENGERS	Employees/ public	No passengers are to be carried without authorisation	1 x 3 = 3	Nil	1 x 3 = 3
UNAUTHORISED DRIVERS	Employees / public	Drivers are briefed and trained not to leave keys in vehicle and to lock the	1 x 6 = 6	Nil	1 x 6 = 6

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		doors when vehicle is unattended			
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