



Johnshaven's Environmental Group

RISK ASSESSMENT FOR:
Johnshaven Compost Collections / Work at Compost Site

ASSESSMENT UNDERTAKEN:
Signed:
Date:

ASSESSMENT REVIEW
Date:

ACTIVITY	POTENTIAL HAZARD	PEOPLE AT RISK	ACTION REQUIRED	RESULT	RESPONSIBILITY
Delivering garden waste to the site	Load falling on volunteers when tipping trailer at site	Volunteers	Ensure all volunteers are well clear of the trailer when tipping.	Waste offloaded safely without risk of injury to personnel involved	Tractor driver
Use of tools	Improper use of hand tools could cause injury to individuals using them or others around	Volunteers	All personnel working on site should be informed of appropriate use of tools.	Prevention of injuries from misuse of hand tools	Individual personnel
Use of mechanical equipment	Potential personal injury from fast-moving parts and noise	Volunteers	All personnel using mechanical equipment should be shown how to use it properly and if appropriate undergo specific training in use.	Increased prevention of injuries	Volunteers experienced in use of the mechanical sieving equipment will train new volunteers on safe practices
Disease and Bio-hazards	Illness from contact with bacteria and airborne dust particles	Volunteers	All personnel to be made aware of good hygiene practice when working with compost.	Prevention of illness	SHARK Chair will inform all volunteers

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			Ensure compost damped down prior to turning operations to prevent airborne bio-hazards. Anti-bacterial gel available at site to use after compost contact.	Prevents dry compost material from emitting spores into the air	
Collecting bags from the side of the road	Personnel in contact with other traffic Causing hidden obstruction to other road users	Volunteers Public	All staff to wear hi-viz vests. Tractor hazard light to be switched on during collections. Driver should avoid stopping on blind corners.	Safe working practice	Individual responsibility Tractor driver Tractor driver
Lifting of bags onto trailer	Back injuries	Volunteers	All volunteers work together to avoid lifting heavy loads individually.	Safe working practice	Individual personnel
Tipping bags in trailer	Cuts from thorns Moving trailer while personnel on board	Volunteers	Use of gloves at all times. Driver to ensure all personnel out of trailer before moving off.	Safe working practice	Individual personnel Tractor driver
Load stability	Load falling off moving vehicle	Public	Ensure safe loading when tipping bags. Potentially use full bags to retain full load.	Safe working practice	Tractor driver
Use of trailer	Potential accidents	Volunteers and public	Check trailer brakes	Safe working practice	Tractor driver

ACTIVITY	POTENTIAL HAZARD	PEOPLE AT RISK	ACTION REQUIRED	RESULT	RESPONSIBILITY
	from improper use of trailer		before starting run. Ensure safe loading without exceeding the height of the trailer sides.		
General tractor use	Malfunctioning lights and other equipment could cause accidents	Volunteers and public	Ensure all lights and other equipment before starting run.	Safe working practice	Tractor driver to report all faults immediately to SHARK Chair or Secretary
General collection	Accidents on domestic property are not covered by insurance	Volunteers	All collections should be made from the kerbside. Collection staff not to go looking for bags not put out.	Safe working practice	SHARK Chair and others to raise awareness of householders to put out their waste in accessible areas. Collection staff to abide by ruling.