

Mechanical Handling

Legal Requirements

Health and Safety at Work (Northern Ireland) Order 1978– General duties

- Ensure the health and safety of your employees, contractors and members of the public
- Have a written health and safety policy if you employ five or more people
- Assess the risks to the health and safety of anyone affected by what you do

- Have arrangements in place for effective planning, organisation, control, monitoring and review of preventive and protective measures
- Provide personal protective equipment where risks to health and safety cannot be adequately controlled in other ways
- Provide information, instruction, training and supervision to ensure employees' health and safety at work
- Maintain in a 'safe condition' any workplace and work equipment under your control

- Consult with employees and their representatives on health and safety matters
- Co-operate and co-ordinate where employers share a workplace
- Employee duties for own safety and others who may be affected

- Provision and Use of Work Equipment Regulations (Northern Ireland) 1999 PUWER
- Lifting Operations and Lifting Equipment Regulations (Northern Ireland) 1999 LOLER
- Workplace (Health, Safety and Welfare) Regulations (Northern Ireland) 1993
- Management of Health and Safety at Work Regulations (Northern Ireland) 2000

Risk Assessment

- Identify and taking sensible and proportionate measures to control risks
- Concentrate on real risks – those that are most likely and which will cause the most harm
- Monitor your workplace activities involving vehicles (including visiting vehicles) to build up a clear picture of vehicle and pedestrian traffic movements

- Think about new designs/layouts before they are put in place
- Consider new and vulnerable workers including young workers, migrant workers, new or expectant mothers, people with disabilities, temporary workers, contractors and lone workers
- The effect of any changes in how things are done
- Need to do everything **reasonably practicable** to protect people from harm

Managing Health and Safety

- **Plan:** Describe how you manage health and safety in your business (your legally required policy)
- **Do:** Prioritise and control your risks – consult your employees and provide training and information
- **Check:** Monitor what is happening and investigate the causes of any accidents, incidents or near-misses
- **Act:** Learn from your experience and take action on lessons learned

Practical Application

- HSG136 - A guide to workplace transport safety
- Safe site – design
- Safe site – activity
- Safe vehicle
- Safe people

Safe site – Design

- Separation of vehicles and pedestrians (segregation)
- Visibility for drivers and pedestrians
- Minimise reversing
- Minimise need for drivers to leave their vehicle during operation
- Traffic routes

Pedestrians

- Separate routes where R.P
- Separation from vehicle working areas
- Follow designated walkways
- Protective barriers
 - Entrances and exits to buildings
 - Corners of buildings
 - Crossing points
 - And to prevent crossing

Signs, Signals and Markings

- Same standard as public roads

Signs

- Clear and easy to understand
- Standout from background
- Clean and well maintained
- Illuminated or reflective

Markings

- White regulate traffic
- Yellow regulate parking
- Renew when fade

Safe Site – Activity

- Loading and unloading
- Sufficient space
- Reversing
- Clearly marked edges/edge protection
- Control of vehicle movement (hazardous loads)
- Control of delivery drivers

Safe Vehicle

- Vehicles must be safe, right for the job, driven safely, accessed safely, regularly maintained, repaired and inspected
- Seat restraints/driver protection
- Visibility and reversing aids
- Maintenance and repair
- Thorough examination

Safe People

- Operators should be physically and mentally fit to drive or operate machinery as well as competent to do the work
- Make sure existing and new recruits are competent
- Forklift truck drivers trained and competent in accordance with ACoP L117
- Similar training for drivers of other types of vehicle

- Active supervision of driver behaviour
- Advise pedestrians of site rules/monitor
- Engage competent contractors or agency workers
- Use competent person(s) to carry out the maintenance and examination

Vehicles most commonly involved in Workplace Transport Fatalities

- Large Goods Vehicles
- Forklift Trucks
- Often there is significantly more danger from vehicles in the workplace than on the public highway as the operating conditions are different

Workplace Transport Accidents Causal Factors

- No or inadequate risk assessment
- Poor workplace design and layout
 - especially poor vehicle / pedestrian segregation
- Poor systems for detecting and correcting unsafe behaviour
- Complacency
- Poor driver training

- Inadequate consultation between host site and visiting contractors
- Poor communication of site risks to visiting drivers
- Pressure to deliver targets
- Inadequate supervision / follow up action

WHAT NOW

- Review your arrangements
- Identify areas for improvement
- Implement changes
- Supervise and Monitor
- Follow up visits by EHOs