

Workplace Transport Legislative Guidance

The HSE offer further health and safety information via their website; for workplace transport visit <http://www.hse.gov.uk/workplacetransport/index.htm> and information on load safety visit <http://www.hse.gov.uk/workplacetransport/loadsafty/index.htm>.

HEALTH AND SAFETY AT WORK ETC ACT 1974

It shall be the duty of every employer to ensure, so far as is reasonably practicable, the health, safety and welfare at work of all his employees. The matters to which that duty extends include in particular the provision and maintenance of plant and systems of work that are, so far as is reasonably practicable, safe and without risks to health. This also includes the provision of information, instruction, training and supervision.

Legal reference: Health and Safety at Work Etc Act 1974, Section 2, (1), and 2 (2).

MANAGEMENT OF HEALTH AND SAFETY AT WORK REGULATIONS 1999

It was confirmed that no suitable and sufficient risk assessments had been undertaken. Suitable and sufficient assessments of the significant hazards and conclusions within the workplace must be carried out without delay and recorded and reviewed as necessary.

Legal reference: Management of Health and Safety at Work Regulations 1999, regulation 3.

Co-operation and Co-ordination

Where two or more employers share a workplace, each must take all reasonable steps to inform other employers affected by their undertakings of the risks to their employees health and safety.

Training

Every employer must ensure that their employees are provided with adequate health and safety training.

Legal reference: Management of Health and Safety at Work Regulations 1999, regulation 13.

WORKPLACE (HEALTH, SAFETY AND WELFARE) REGULATIONS 1992

Maintenance of workplace, and or equipment, devices and systems

Workplaces and equipment, devices and systems must be maintained, including cleaned as appropriate, in an efficient state, working order and in good repair.

Legal reference: Workplace (Health, Safety and Welfare) Regulations 1992, regulation 5.

Inadequate battery charging facilities

The fork lift truck battery charging area has not been suitably maintained and control measures have not been implemented and communicated to staff. Battery charging areas pose particular hazards and risks must be assessed and reduced, for example by:

- Ensuring area around charger is clear.
- Isolating switches are easily accessible and marked.
- Providing a suitable fire extinguisher nearby.
- Providing employees with suitable PPE e.g. goggles and gloves.
- Providing a supply of clean water and a suitable eye-wash if not close by.
- Displaying safe battery charging instructions and a warning notices e.g. Battery charging area, no smoking, no naked flame, switch off charger before connecting or disconnecting battery.

Legal reference; Workplace (Health, Safety and Welfare) Regulations 1992, regulation 5.

Condition of Floors and Traffic Routes

Floors and the surfaces of traffic routes in workplaces must be a construction which is suitable for its use and kept free from obstructions which may cause a person to slip, trip or fall.

Legal reference; Workplace (Health, Safety and Welfare) Regulations 1992, regulation 12.

Organisation of Traffic Routes

Workplaces must be organised in such a way that pedestrians and vehicles can circulate in a safe manner. Workplace traffic routes must be suitable for the persons or vehicles using them, sufficient in number, in suitable positions and of sufficient size.

Legal reference: Workplace (Health, Safety and Welfare) Regulations 1992, regulation 17.

Loading Bays

Loading bays should have at least one exit point from the lower level. Wide loading bays should have at least two exit points, one at each end. Alternatively, a refuge should be provided which can be used to avoid being struck or crushed by a vehicle.

Legal reference: Workplace (Health, Safety and Welfare) Regulations 1992, regulation 17.

Crossings

Appropriate crossing points should be provided and used where pedestrian and vehicle routes meet. Where necessary, barriers or rails should be provided to prevent pedestrians crossing at particularly dangerous points and to help guide them to designated crossing places.

Legal reference: Workplace (Health, Safety and Welfare) Regulations 1992, regulation 17.

Signs

Potential hazards on traffic routes used by vehicles and people should be indicated by suitable warning signs. Such hazards may include sharp bends, junctions, crossings, blind corners, steep gradients or roadworks.

Legal reference: Workplace (Health, safety and Welfare) Regulations 1992, regulation 17

PERSONAL PROTECTIVE EQUIPMENT AT WORK REGULATIONS 1992 (AS AMENDED)

PPE

Suitable personal protective equipment must be provided to employees who may be exposed to a risk to their health or safety while at work except where and to the extent that such risk has been adequately controlled by other means which are equally or more effective.

Legal reference; Personal Protective Equipment at Work Regulations 1992 (as amended), regulation 4 (1).

Footwear

The main hazards which may need foot protection are objects falling on and crushing the foot/toes – this will include jobs requiring manual handling, such as construction workers or removal people.

Legal reference; Personal Protective Equipment at Work Regulations 1992 (Part 2).

LIFTING OPERATIONS AND LIFTING EQUIPMENT REGULATIONS 1998

FLT

Maintenance records for the fork lift truck were not available at the time of inspection. Lifting equipment exposed to conditions likely to cause its deterioration should be thoroughly examined at least every 12 months.

Legal reference; Lifting Operations and Lifting Equipment Regulations 1998, regulation 9 (3).

Lifting equipment

At the time of the inspection, 6/12 monthly thorough examination certificates were not available for the tail-lift or dock levellers. Every employer shall ensure all lifting equipment and accessories are thoroughly examined by a competent person every twelve months, or if required to lift persons, every six months, or in accordance with the written scheme of examination.

Legal reference; Lifting Operations and Lifting Equipment Regulations 1998, regulation 9 (3).