



## **RISK ASSESSMENT : METHOD STATEMENT**

### **Health and safety at Work Act 1974**

### **Method Statement Lift and Tow ( Generic )**

#### **General**

In accordance with current legislation prior to commencing any operations ensure all relevant certification in respect of recovery vehicle and operator are current and available for inspection

#### **Preparation**

Announce your presence to persons responsible for the overall management of the scene :

Ie. Police, VOSA, Environment Agency

Prior to carrying out any work ensure they are aware of your presence and agree for you to proceed.

If no authority present to manage the scene adopt management

Carry out scene security, provide sterile area to ensure no one not directly involved in the recovery operation is able to enter the sterile area.

Complete lifting plans and ensure masses are compatible with equipment deployed.

#### **Safety Clothing**

Ensure that all technicians are properly equipped with adequate safety clothing and footwear to comply with regulations. When lifting operations commence hard hats are to be worn. Reflective clothing is to be worn at all times at the scene. Gloves are to be worn at all times when handling the casualty vehicle.

#### **Lifting**

Prior to commencing lifting carry out assessment of casualty vehicles brakes, if necessary chock wheels to prevent casualty vehicle movement

Lift and secure casualty vehicle in accordance with best practice and in line with vehicle operating manual instructions. Prepare transmission, brakes and lighting, ensure in the case of damaged vehicles all loose components are secured and present no danger to others

#### **Departure**

Advise those responsible for the scene you are ready to depart and if necessary obtain assistance of moving into live traffic lanes

#### **Exceptions**

Should any problems be experienced in fulfilling any of these requirements do not proceed. Either take guidance from those responsible at the scene, or ring for advice and guidance. Under no circumstances must the recovery of the casualty vehicle proceed.

## **Risk Assessment Example**

# **RISK ASSESSMENT FORM**

**Hazard Reference Number : HR20 /**

**Reason for Assessment : Initial Assessment**

**Area Assessed : Roadside Vehicle Recovery**

### **Hazard Description**

**The movement of a disabled Truck and/or trailer by means of a heavy recovery vehicle**

### **Specific hazards**

- 1. Failure of Air Lines or equipment causing bodily injury**
- 2. Failure of lifting equipment causing bodily injury**
- 3. Operator falling from recovery vehicle or casualty vehicle whilst connecting up**
- 4. Human error resulting in the runaway of either the recovery or casualty vehicle**
- 5. Lifting of recovery equipment on and off the vehicles**
- 6. Moving and driving of heavy recovery vehicle on road and in confined area**
- 7. Danger of passing road traffic**
- 8. Danger to members of passing public**

### **Hazard Category**

**Compressed Air  
Equipment failure  
Fall of object from height  
Fall of person from height  
Human error  
Manual handling  
Slip/fall  
Mechanical lifting equipment  
Vehicles**

### **Risk Groups**

**Inexperienced Staff  
Lone workers  
Members of the public  
Outdoor workers**

**Severity  
(10) Fatality**

**Frequency  
(5) once in 8 hours**

**Likelihood  
(5) Moderate**

### **Controls**

- 1. Regular inspection & testing of equipment : operator training**
- 2. Regular inspection & testing of equipment : operator training**
- 3. Operator training, provision of non slip access to vehicle, provision of PPE**
- 4. Operator training, supervision, and on-going assessment**
- 5. Operator training, supervision, and on-going assessment**
- 6. Operator training, supervision, and on-going assessment**
- 7. Safety exclusion zone**
- 8. Safety exclusion zone**

## **LIFTING PLAN**

**Date / time :**

**Casualty vehicle registration :**

**Casualty description :**

**Casualty Mass :**

**Location :**

**Sketch of load  
Calculation of lift effort required**

**Total lifting force required :**

**Rigging proposed :**

**Attachment points proposed :**

**Prepared by :**

**Agreed by :**