

## Risk Assessment For The Loading And Un-Loading Of Plant On Trailers.

1. Park the vehicle on level, firm ground.
2. Ensure that the ground is clean this is important when loading as dirty wheels have less grip on the trailer ramps.
3. Keep the ramps free of dirt and if possible keep them frost free and dry. This can be done by turning portable ramps upside down.
4. If traction is likely to be a problem use some sharp grit to help traction.
5. Do not load or unload until you are absolutely sure that no person is standing or walking to the side of the vehicle, this is important, due to the fact that some plant can be precariously unbalanced when loading particularly at the top of the ramp. Pavers in particular are a hazard, hence the need for level ground.
6. Loads must be chained or strapped with the equipment provided to prevent plant falling off thus causing injury. Faults in the tie down equipment should be reported to the managing director and make an entry in the defects book found in the main office. **This is the responsibility of the driver.**
7. There is a slight risk of slipping and falling, therefore care must be taken when standing on the trailer as guarding is not provided as it is not practical to provide it. To minimise risks look where you are putting your feet do not step on contaminants especially when wet. Keep weight evenly distributed on both feet. Take short steps not strides.
8. Keep a brush handy and sweep the decks and ramps to ensure they are always clean.
9. Remove all loose tools, sheets and gully covers from machines when transporting as there is a risk of injury to the public if they blow off when being transported up the road.
10. Load distribution is **critical** for the safe transportation of machinery and materials. If the load is uneven axles can exceed their design weights, springs can break, tyres can overheat and burst, loads too far to the rear can cause uncontrollable weaving resulting in a road traffic accident. Loads too far forwards generally tow very well but over stressing of the draw bar from excessive weight can cause structural failure, or at least store up unseen structural weakness for the future.
11. Wheel nut torque is another critical area of concern. All wheels by design can come off of their own accord. The stray wheel can easily destroy a motorcar, killing the occupants. The result is usually jail for the person responsible. No wheel should go more than 6 working days without having the nuts checked

with a torque wrench. (The equipment and data is provided). Where servicing has been undertaken it is likely the wheels have been removed. In this case the nuts should be checked after 50 miles. And every day after until no looseness of nuts has been evident for 3 consecutive days. **The Driver is responsible for this.**

12. *Extra care and diligence is required when transporting goods and machinery.* The trailer should be towed in a careful and considerate way and not like a racing care.
13. When lowering ramps ensure that no person or vehicle is in the danger area.
14. When parked on busy roads it will be necessary to raise or remove ramps, to prevent someone from inadvertently driving up the ramps, thus causing injury. This is of particular importance when light is failing, as when ramps are down the trailer reflectors and marker boards are unseen. Another time when ramps should be raised is when the traffic braking distances are reduced by slippery conditions. Children may also be tempted to use the ramps as an obstacle course. And of course, when the ramps are raised this is not possible.