



SUPPLY CHAIN

DHL SUPPLY CHAIN HEALTH & SAFETY RISK ASSESSMENT				Form RA2012
Site/Location	Billingham - Multi	Area <i>Comments if Other:</i>	Reference Number <i>Previous RA reference</i>	13 RA 0042 12 RA 0042
Type of Assessment <i>Comments if Other</i>	(?) Review		Is A PTW required? <i>If so state type</i>	(?) No
Title of Risk Assessment	Pump discharge risk assessment			
Method Statement <i>Describe the task/activity listing its key elements in sequence, or refer to another document (attach a copy)</i>	<ul style="list-style-type: none"> Transfer of product from road tanker to storage tank under pump discharge. 			
Other applicable Risk Assessments <i>Refer to the locations Master List and include related assessments</i>				
List any Existing Common Controls that are relevant to this task/activity (?)				
01	Vehicle Specification – Safe tread grip access ladders and walkways, anti-slip material on exposed tank top areas.	08	Dynamic Risk Assessment (DRA)	
02	Vehicle and equipment maintenance regime including defect procedure.	09	Hazard report book (Either DHL or Delivery point)	
03	Ground Operated Dual Handrail System	10	PPE including safety footwear	
04	Vehicle and equipment pre-use checks – Ops 13	11		
05	Risk Assessment/Safe Systems of Work/DHL Driver Handbook	12		
06	Driver Training and on-going assessment	13		
07	Delivery site risk assessment/SSoW/Site Safety Rules.	14		
		15		
		Please add additional rows if needed		



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<p>1. WHAT MIGHT BE THE TYPES OF HAZARD? (DELETE THOSE NOT APPLICABLE) (?)</p> <p>Slips, Trips & Falls Falls From Height (Specific Assessment Required) Manual Handling (Specific MH Assessment Required) Collision with object Sharp Objects</p> <p>If OTHER Please Describe:</p>	<p>Excessive temperature extremes (Hot and Cold) Extreme weather conditions – High winds, electrical storms Hazardous substances (Specific COSHH Assessment Required) Fire & Explosion Electricity</p>
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<p>2. WHO MIGHT BE AFFECTED? (DELETE THOSE NOT APPLICABLE) (?)</p> <p>DHL Employees Contractors Customer Operators</p>	<p>Comments if Other, Multiple Groups or Vulnerable People</p>
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3. SPECIFIC HAZARDS <i>Description of hazard, where it exists, what could be its effect & potential harm?</i>	4. EXISTING CONTROLS <i>From the above 'existing common controls section', list the common control numbers that are relevant to the Hazard and include any specific additional controls that are already in place.</i>	5. RISK RATING (Likelihood x Severity)		6. ADDITIONAL CONTROLS <i>Describe if required to reduce the Risk Rating, and then revise the Risk Rating after these additional controls are taken into account (See 7.) If no additional controls are required, enter a statement of the following type 'It is considered that the remaining residual risk from this Hazard is adequately controlled' OR 'the residual risk from this Hazard cannot be totally eliminated'</i>	7. REVISED RISK RATING		
		L	S		L	S	
Access to, egress from the tank top area, loading and discharge site, fall from height resulting in cuts, bruises, fractures and possible fatality.	1, 2, 3, 4, 5, 6, 7, 8, 9 & 10	2	5	Moderate	Driver must ensure that surround access gantry is used whenever available. Take into account adverse weather conditions.		
Working on top of tank, slip trip or fall at same level, cuts, bruises or possible fracture.	1, 2, 3, 4, 5, 6, 7, 8, 9 & 10	2	5	Moderate	Tank trailers are fitted with a handrail system which offers fall protection at sites where no gantry is available. Drivers must not reach beyond the protected area when accessing tank top equipment/valves etc.		

DHL SUPPLY CHAIN HEALTH & SAFETY RISK ASSESSMENT: RISK RATING ESTIMATOR
For reference in calculating Risk Ratings in Items 5 & 7 of the Assessment.

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Appendix

LIKELIHOOD (L)	SEVERITY of HARM (S)				
	1.	2.	3.	4.	5.
1. Highly Unlikely	Minor Harm (Other injuries – unlikely to incur lost time)	Slightly Harmful Minor Injury OR Muscular Strain	Harmful (Broken Limb or Non permanent incapacity)	Major Harm (Permanent Disability e.g. loss of sight, or limb)	Extreme Harm (Fatality)
2. Unlikely	1	2	3	4	5
3. Possible	2	4	6	8	10
4. Likely	3	6	9	12	15
5. Highly likely	4	8	12	16	20
	5	10	15	20	25

Risk Level Category (based on score):

RISK LEVEL CATEGORY	SCORE	ACTIONS TO BE TAKEN
Negligible	1	Negligible risk refers to a level of risk usually presumed to be below 1 in a million per annum of seriously adverse consequences occurring.
Tolerable	2-4	Tolerable means that the risk and score has been reduced to the lowest level that is "reasonably practicable" i.e. in accordance with statutory obligations. No additional controls are required; consideration may be given to a more cost effective solution or improvement that imposes no additional cost burden. Monitoring is required to ensure that the controls are maintained.
Moderate	5-12	Efforts should be made to reduce or further reduce the risk, particularly at higher scores. The cost of prevention should be carefully evaluated. Risk reduction measures should be implemented with a defined time period. Note where moderate risk is associated with major or extreme harm further assessment may still be necessary to establish more precisely the likelihood of harm as a basis for evaluating the need for improved control measures.
Substantial	15-16	Work should not be entered until the risk has been reduced. Considerable resources may have to be allocated to reduce the risk. Where the risk involves work in progress urgent action (including considering prohibition) should be taken.
Intolerable	20-25	Work must not be started or continued until the risk has been reduced if it is not possible to reduce the risk even with unlimited resources, work has to remain prohibited.

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		L	S		L	S
Working on top of Tank, Slip trip or fall leading to fall from height, resulting in cuts, bruises, fractures and possible fatality.	1, 2, 3, 4, 5, 6, 7, 8, 9 & 10	2	5	Vacuum control valves and gauges fitted to tanker in order to avoid causing damage to the vessel by means of vacuum sucking in. Drivers must ensure there is an open vent to allow air to access tank top during the pump procedure thereby avoiding vacuum damage (ground operated valve or manlid)		
Overhead obstruction, striking head and disorientation leading to fall at same level, cuts, bruises or possible fracture.	1, 2, 3, 4, 5, 6, 7, 8, 9 & 10	3	2	Drivers should conduct a dynamic risk assessment of overhead obstructions prior to commencing with a task which requires tank top operation/access. Discharge area is located in a controlled area with restrictions on which site personnel or visitors can access.		
Contact with product during discharge could lead to personal injury, trip, fall, chemical burns, fatality	1, 2, 3, 4, 5, 6, 7, 8, 9 & 10	2	5	Appropriate Personal Protective Equipment should be worn during the making or breaking of product hose connections in order to avoid product contact. The tankers are engineered with a Negative Pressure Relief Valve which is designed to protect the tanker from vacuum suction. As a secondary safety feature the tanker is fitted with a 'Bursting disk' which will allow air into the vessel in order to avoid suction damage.		



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DHL SUPPLY CHAIN HEALTH & SAFETY RISK ASSESSMENT: ACTION PLAN						Form RA2012
1. Ref	2. Action	3. Responsibility for Action	4. Date to be Completed	5. Date completed	6. Sign off on completion	
	Always use 3-points of contact when accessing tank top area. Do not carry equipment/sample containers in hands these should be kept free to allow a firm grip during access/egress procedure	Driver	Policy		Name or Signature	
	Product hoses must be inspected/tested annually	VMU	Policy		Name or Signature	
					Name or Signature	
					Name or Signature	
					Name or Signature	



DHL SUPPLY CHAIN HEALTH & SAFETY RISK ASSESSMENT: MANAGEMENT REVIEW
Confirmation that the Risk Assessment is approved and is subject to process for review

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Site Management Approval: Initial or new Risk Assessment (Signature to be entered when additional controls & completion dates have been entered, effectively approving the tasks that are to be completed and acceptance of the residual risk following control implementation)

Name (Print)	Job Title	Signature	Date
Comments			

Declaration of Risk Assessment Review

Reason for Review

Are there Significant changes to be made to this assessment?
 (Significant = e.g. New piece of equipment installed, Additional Customer / Major increase in Activity etc) If Yes conduct a new Risk Assessment

Assessor(s)

Manager	Job Title
Senior Manager	Job Title
Comments	Job Title

Signature

Date

Signature

Date

Signature

Date

(List any Review Actions approved by the Senior Manager that are required e.g. Circulation of Information to Colleagues – including dates for implementation)



DHL SUPPLY CHAIN HEALTH & SAFETY RISK ASSESSMENT: CONSULTATION & APPROVAL

This risk assessment has been reviewed by relevant people involved in the task/activity

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Colleague Consultation	Names	Job Title/Position
<i>The following colleagues were consulted to facilitate a team approach to this risk assessment (E.G. First Line Manager, Safety Rep, Colleagues who do the job)</i>		

Assessor(s) Name(s) & role(s)	Colin Williams	Signature
Date of Assessment	28/11/13	Review Date <i>To be reviewed by</i>
Assessor Comments		28/11/14

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