

Inspection Guide (to SIM 03/2008/08)

Inspector name:

Date of visit:

Company & site visited:

FOD division:

Site activity:

British Metals Recycling Association	Y/N	Motor Vehicle Dismantlers Association	Y/N	British Vehicle Salvage Federation	Y/N
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Assessment Scale			
Each risk control indicator should be assessed against the following 1-4 scale.			
1	2	3	4
Full compliance in areas that matter	Broad compliance in areas that matter	Some compliance in areas that matter	Limited or no compliance in areas that matter

Inspection of major hazards in scrap metal/ metal recycling					
	1	2	3	4	NA
Transport					
Safe site					
Effective segregation of people, vehicles and mobile plant					
Layout of site eliminates/ minimises reversing					
Tipping areas demarcated and segregated from other activities					
Safe vehicles					
Plant/vehicles with good visibility for the driver, eg mirrors and CCTV camera systems					
Vehicles suitable for the terrain and tasks performed					
Periodic checks carried out on vehicles (daily/ weekly etc) to ensure that all parts are working, e.g. brakes, lights, steering, vision aids and tyres					
Safe working systems					

Drivers of visiting vehicles given adequate site instructions and supervision					
Adequate separation during tipping/ loading/ unloading operations					
Safe workers					
High-visibility clothing worn by all pedestrians on site (including drivers outside their cabs)					
Drivers of site vehicles competent to operate them					
Work at Height (sheeting etc)					
Safe sheeting arrangements for vehicles operated by the site					
Safe sheeting arrangements for visiting vehicles (contractors/ suppliers)					
Is there evidence of adequate monitoring to ensure that sheeting is undertaken safely?					
Safe systems of work for working at height, e.g. access to large machinery, access to materials stored at height, maintenance at height.					
Fire and explosion					
Flammable & explosive canisters & cylinders identified and removed from processing stream					
Flammable & explosive canisters & cylinders adequately stored prior to disposal/ repatriation					
Disposal / repatriation of LPG gas bottles carried out safely					
Petrol drained safely from "End of life vehicles."					
Mechanical lifting					
Safe plant					
Lifting equipment & lifting tackle suitable for the task					
Lifting equipment & lifting tackle inspected and adequately maintained					
Safe worker					
Workers competent to carry out lifting operation safely					
Safe lift					
Are lifts planned before starting the lift (degree of planning appropriate to the complexity of the lift)					
Workers and pedestrians excluded from "lift zone" during lifting operation					

Action taken (advice/ letter/ enforcement):-

Comments:

Return to Baljit Sahota, Leeds Office, vpn 515 4349

References:

- The transport topic pack;
- The falls from height topic pack;
- Safe transport in waste management and recycling facilities
<http://www.hse.gov.uk/pubns/waste09.pdf>;
- Safe use of lifting equipment: Lifting operations and lifting equipment regulations 1998. Approved code of practice and guidance L113 HSE Books ISBN 0-7176-1628-2;
- The safe recovery of petrol from end of life vehicles
<http://www.hse.gov.uk/pubns/waste10.pdf>;

- Orphaned compressed gas cylinders in the waste and recycling industries.
<http://www.hse.gov.uk/pubns/waste03.pdf>;
- Magnetic lifting devices http://www.hse.gov.uk/fod/infodocs/234_16ID.pdf;
- Sheeting tipper lorries
<http://www.hse.gov.uk/workplacetransport/information/sheeting.htm>;
- Avoiding falls from vehicles <http://www.hse.gov.uk/pubns/indg395.pdf>.