

### <u>Overview</u>

This document covers the dangers associated with site transport and how they can be overcome.

### General precautions

- Never be tempted to drive site transport unless you have been properly trained. You
  must hold a CPCS card, if necessary an appropriate class of driving licence and have
  been authorised.
- 2) Drivers of site transport should carry out daily pre-use checks of their vehicles and report any defects found.
- 3) Many people are injured or killed by site transport that is reversing without the assistance of a signaller.
- 4) Drivers should obey site speed limits and one way systems.
- 5) When parking, ensure the parking brake is on and the wheels are chocked if necessary. Many accidents have been caused by items of runaway site transport.
- 6) If site transport is left where children might congregate after working hours, ensure it is immobilized and in a safe state.

## Site transport for carrying materials

- 1) Site transport used for carrying materials must not be overloaded; drivers must know the maximum safe load.
- 2) Loads that could fall off must be adequately secured.
- 3) Ideally, sites will be organized so that the need to reverse is kept to a minimum; if so, do not reverse unnecessarily.
- 4) If you are involved in, or working near, tipping operations, keep well clear whilst materials are being tipped.
- 5) Stay well clear of the unpropped bodies of tipper lorries.
- 6) Site transport intended for carrying materials must not carry passengers unless it is designed to do so.

### Site transport for carrying people

- 1) Drivers of people-carrying site transport have a particularly important responsibility; theirs Is a valuable cargo.
- 2) In many cases, it will be advisable to exclude people-carrying site transport, such as crew buses, from all but access roads.
- 3) People-carrying site transport is more likely to travel on public highways and so must



comply with relevant legislation.

4) Passengers on people-carrying site transport must always act in a responsible manner and not endanger the vehicle.

## Health and Safety

Always make sure you don't overload when carrying materials, they must have a minimum of CPCS card, pedestrian walkways must be clear marked.

### **Summary**

Make sure you check and report and record all pre-use checks done on vehicles.

### TOOL BOX TALK RECORD

| Project Name:                            |      |           |        |         | Phase:   | : |          |
|--|------|-----------|--------|---------|----------|---|----------|
| Site Address:                            |      |           |        |         |          |   |          |
|  |      |           |        |         |          |   |          |
| Job No:                                  |      |           | Date o | f talk: |          |   |          |
| Name of person giving Tool Box Talk:     |      |           |        |         |          |   |          |
| Person giving Tool Box Talk employed by: |      |           |        |         |          |   |          |
| Start Time                               |      |           |        |         |          |   |          |
| End Time                                 |      |           |        |         |          |   |          |
| Name (Capita                             | als) | Signature |        | Trade   | <u>,</u> |   | Employer |
|  |      |           |        |         |          |   | y        |
|  |      |           |        |         |          |   |          |
|  |      |           |        |         |          |   |          |
|  |      | at        | P      |         | 7        |   |          |
|  |      |           |        |         | <b>y</b> |   |          |







