

Work Activity: **Litter Picking & External Sweeping**

Site: **Various**

Location of Work: **Various**

Risk Assessment Ref: **09**

Date: **10/05/2023**

MANDATORY PPE	Hi-Vis, Gloves, Goggles, Boots, Ballistic pants. Also as required by the relevant COSHH assessments.
TRAINING / COMPETENCY	In House training via uHub / Demonstration by supervisor / experienced team member
MATERIALS & EQUIPMENT	Litter gripper, litter spike, long handle brush and pan, yard broom, sharps container, tweezers, scraper, refuse sacks, cones, warning signs.
SCOPE OF WORKS	Stairs, Landings, Balustrades & Handrails
SAFE SEQUENCE OF WORK	<p>Litter Picking</p> <ol style="list-style-type: none"> 1. Put on PPE 2. Assemble equipment and check for safety 3. Pick up litter using appropriate equipment and place into designated sacks. 4. Put sharps into designated rigid containers. 5. Mark and report any suspected contaminated waste. 6. Remove sacks and rigid containers to designated waste collection areas. 7. On completion, oil litter picker and litter gripper joints. 8. Clean all equipment and return tidily to cleaner's cupboard. 9. Wash hands throughly. <p>Broom Sweeping External Hard Surfaces</p> <p><i>Paths & Platforms</i></p> <ol style="list-style-type: none"> 1. Put on PPE 2. Assemble equipment and check for safety 3. Pick up large items of litter with the grabber and place in the barrow. Sweep using the 24" broom. Stand behind the line of work and sweep forward. Use the 12" broom to cut in parallel to the edges. At the end of the path, platform, pick up litter / debris with the shovel. Place in the rubbish sack. 4. Use the scraper to remove chewing gum etc. Continue sweeping until all areas have been swept. Place full sacks in the barrow. When barrow is full, place bags in metal bins, in bin storage areas. <p><i>Road Channels</i></p> <ol style="list-style-type: none"> 1. Assemble check equipment. 2. Pick up large items of litter with the grabber and place in the barrow. Use the scraper to cut down weeds and loosen compacted soil / debris from side channels, kerb edgings and gullies. 1. Sweep with the 24" broom standing behind the line of work and working forward. At the end of the run or path, pick up litter / debris

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METHOD STATEMENT

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	<p>with the shovel. Place full sacks into the barrow. When barrow is full place sacks into the paladin bins.</p> <p><i>Courtyards, Playgrounds, Garage areas, Loading Bays, Car Parks etc</i></p> <ol style="list-style-type: none"> 1. Assemble check equipment. 2. Pick up large items of litter with the grabber and place in the barrow. Start at a point furthest from the entrance. Sweep using the 24" broom standing behind the line of work, sweeping forwards. 3. Use the scraper to remove weeds and loosen compacted soil along the edges and in corners. 4. Sweep to the entrance and pick up litter with the shovel. Place full sacks in the barrow. When the barrow is full place sacks in the bins.
WORKING ENVIRONMENT	No issues
OTHER SPECIFIC CONSIDERATIONS	When clearing hedgerows, only one foot should be placed into the hedgerow.
MEMBER OF PUBLIC SAFETY	Signage put in place to all entrances/exits to area being cleaned if trailing cables or wet floors will be present before it commences. Work done out of business hours where possible.
MANUAL HANDLING	Musculoskeletal injury due to repetitive bending, stretching, pushing, and pulling movements.
HAZARDOUS SUBSTANCES	Please refer to the relevant COSHH assessments for substances being used.
WORKING AT HEIGHT	N/A
HOT WORK	N/A
EMERGENCY PROCEDURES	Follow site safety rules along with ensuring compliance with site "workplace" H&S and welfare facilities including location of First Aid Box.
OPERATIVES HEALTH CONSIDERATIONS	N/A
WASTE MANAGEMENT	N/A
OTHER INFORMATION	N/A
ADDITIONAL POLICIES AND PROCEDURES	None

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