RISK ASSESSMENT & METHOD STATEMENT
REL TRADE WASTE COLLECTIONS

Commercial Wheeled Bin Collection & Emptying Operations

Document	REL Trade Waste Collections RAMS	**Review Period**	Annual
Applies to	240L, 360L, 660L & 1100L wheeled containers	**Review**	January 2027
Waste streams	General Waste & Dry Mixed Recycling	**Company**	Hurn Recycling Ltd

SCOPE

This RAMS covers routine REL (rear-end loader) trade waste collections using commercial wheeled bins. It applies to collection crews undertaking scheduled collections at customer premises, service yards, car parks and other agreed collection points. Site-specific rules and a dynamic risk assessment must always take precedence where conditions require additional controls.

ENVIRONMENTAL & DUTY OF CARE CONTROLS

• Prevent pollution and minimise environmental impact.

• Maximise recycling and recovery opportunities and keep recycling streams separate where operationally required.

• Transport waste only under appropriate carrier arrangements and deliver it to authorised facilities.

• Do not knowingly collect prohibited or hazardous waste unless specifically agreed and managed under the correct procedure.

• Maintain good housekeeping; clear any collection-related spillage where safe to do so and prevent waste entering drains or watercourses.

RESPONSIBILITIES

Driver: vehicle roadworthiness and daily checks; safe positioning and manoeuvring; compliance with road/site rules; control of the lifting cycle; stopping work where unsafe.

Loader/crew: dynamic assessment of the collection point; safe movement and presentation of containers; maintaining exclusion from the bin-lift area; checking obvious contamination, damage and overload.

All crew: wear required PPE, remain alert to pedestrians/vehicles, report defects/incidents and use Stop Work authority where conditions cannot be controlled.

MINIMUM PPE

• Safety footwear with suitable toe protection and grip.

• High-visibility clothing.

• Protective work gloves.

• Additional eye, head, hearing or weather protection where required by site rules or task conditions.

METHOD STATEMENT - STANDARD COLLECTION SEQUENCE

1. Pre-start checks

Complete vehicle and lifting-equipment checks in accordance with company procedures. Confirm lights, cameras/alarms where fitted, tyres, mirrors, guards and safety devices are serviceable. Defects affecting safety must be reported and the vehicle must not be used where unsafe.

2. Arrival and dynamic assessment

Approach at an appropriate speed. Assess pedestrians, traffic, parked vehicles, overhead/side obstructions, gradients, surface condition, weather, access width and the proposed working area. Follow customer traffic-management requirements.

3. Vehicle positioning / reversing

Minimise reversing wherever reasonably practicable. Where reversing is necessary, use available reversing aids and a competent banksman/crew member where the site arrangement requires or permits it. Maintain a clear exclusion area and stop immediately if visual contact is lost or a person enters the manoeuvring zone.

4. Retrieve and move container

Check the route to the bin. Do not drag or manually force an excessively heavy, damaged or unsafe container. Use both hands and maintain control. Take particular care on slopes, kerbs, potholes, gravel, wet/icy surfaces and around doors or blind corners.

5. Pre-lift inspection

Check the container is compatible with the lifting equipment, correctly presented, not visibly overloaded, structurally unsafe or containing obvious prohibited material. Keep lids closed where practicable. Do not attempt to lift a container that cannot be safely engaged.

6. Emptying

Present the bin squarely to the lifting mechanism. Crew must remain clear of trapping/crushing points and the lift arc. Operate the lift only when the immediate area is clear. Never reach into or climb onto the lifting mechanism or hopper.

7. Return container

After emptying, confirm the container is stable and return it to the agreed collection point without obstructing fire exits, pedestrian routes, doors or vehicle movements. Apply brakes where fitted and appropriate.

8. Departure

Check the working area for spillage or displaced waste, secure the vehicle and leave the site in accordance with traffic rules. Record/report missed collections, access issues, contamination, damaged bins, incidents or near misses as required.

RISK ASSESSMENT

Risk is to be controlled to the lowest reasonably practicable level. The residual ratings below assume the stated controls are implemented. A site-specific or dynamic assessment may require additional controls.

Hazard	Who may be harmed	Key controls	Residual
Vehicle movement / reversing	Crew, pedestrians, site users	Low speed; minimise reversing; use mirrors/cameras/alarms; banksman where required; exclusion area; stop if view/contact is lost.	Low
Pedestrians / public interface	Crew, public	Maintain separation; do not operate lift with persons in working zone; pause collection where public movement cannot be controlled.	Low
Bin lift / crushing & trapping	Crew	Only trained/authorised operation; stand clear of lift arc and pinch points; guards/safety devices maintained; isolate/report defects; never reach into mechanism.	Low
Moving wheeled bins / manual handling	Crew	Assess weight and route; controlled pushing/pulling; avoid twisting; do not force overloaded bins; obtain assistance where needed.	Low
Slopes, kerbs & uneven surfaces	Crew, public	Assess route; maintain control; avoid unsafe gradients; use alternative presentation point or stop collection if bin cannot be moved safely.	Low
Overweight / overloaded / damaged bins	Crew, equipment	Visual check; do not lift if unsafe or incompatible; report and leave bin where necessary; customer to rectify before recollection.	Low
Traffic / roadside collection	Crew, road users	High-vis PPE; safe vehicle positioning; remain alert to moving traffic; comply with highway/site rules; avoid unsafe collection position.	Low
Slips, trips & falls	Crew	Good housekeeping; suitable footwear; avoid debris/ice/oil; use designated routes where available; maintain three points of contact entering/exiting cab.	Low
Waste contamination / sharps / hazardous items	Crew, environment	Do not handle unknown sharps or hazardous materials; visual checks; stop and report suspect waste; use correct specialist procedure where applicable.	Low
Spillage / environmental release	Crew, environment	Stop source where safe; prevent entry to drains/watercourses; use spill materials where appropriate; report significant spills and follow emergency procedure.	Low
Adverse weather / poor visibility	Crew, public	Adjust speed and method; suitable PPE; additional lighting where available; suspend task if ice, wind, flooding, heat or visibility makes operation unsafe.	Low
Noise / moving machinery	Crew	Keep clear of operating mechanism; maintain equipment; use hearing protection where assessment/site rules require it.	Low
Lone working (where applicable)	Driver	Maintain communication; follow company lone-working/check-in arrangements; do not undertake tasks requiring assistance; escalate unsafe access.	Low

PROBLEM WASTE, EMERGENCIES & AUTHORISATION

PROHIBITED / SUSPECT WASTE

Routine REL trade waste collections must not knowingly include asbestos, clinical waste, chemicals, liquids, gas cylinders, paints/solvents, batteries or other hazardous waste unless specifically agreed under an appropriate service and procedure. If suspect material is identified, do not handle it unnecessarily; stop the collection activity, make the area safe where possible and report it for instruction.

OVERWEIGHT, DAMAGED OR UNSAFE CONTAINERS

A container must not be lifted merely because it is scheduled for collection. If the crew considers it overloaded, excessively heavy, damaged, unstable, incompatible with the lifting equipment or unsafe to move, the collection must be stopped. The reason should be reported and the container left in a safe position wherever practicable.

EMERGENCY PROCEDURES

• Stop work immediately where an unsafe condition develops.

• Secure the vehicle/equipment and protect the immediate area without placing yourself at further risk.

• For injury or collision, summon emergency assistance where required and notify site management and Hurn management in accordance with company reporting procedures.

• For a spill, stop the source where safe, contain the material, protect drains/watercourses and use appropriate spill equipment. Escalate where the substance is unknown or cannot be safely controlled.

• For fire, raise the alarm, move to a safe location, follow site emergency arrangements and call the emergency services where required.

• All accidents, incidents, near misses, vehicle/equipment damage and significant environmental events must be reported in accordance with company procedures.

STOP WORK AUTHORITY

No collection is to proceed where the driver or crew cannot establish a safe system of work. Commercial or scheduling pressure must not override safety. Work may resume only when the hazard has been removed or suitable additional controls have been implemented.

OVERALL RESIDUAL RISK

LOW - subject to implementation of the controls in this RAMS and any additional site-specific controls identified by the dynamic risk assessment.

DOCUMENT APPROVAL

Prepared for	Hurn Recycling Ltd
Document	REL Trade Waste Collections RAMS
Approved by	Peri Cascarino
Position	Managing Director
Signature	
Date	31/12/2025
Next review	January 2027, or earlier following significant change, incident or identified deficiency

Compliance Pack note: This RAMS is intended to form part of Hurn Recycling's operational compliance documentation and should be read alongside applicable company policies, training arrangements, vehicle/equipment procedures and site-specific requirements.