

What are the hazards and how might they harm?



Injuries as a result of falls or collisions



Injuries as a result of entanglement



Back and muscle strain from manual handling



Injuries as a result of falling items



Musculoskeletal injuries from poor posture



Health conditions from exposure to extreme heat or cold



Electric shock or burns from incorrect use or use of faulty equipment



Injuries from assault/mugging

What PPE should the individual wear?



What other precautions should be taken?



Wear appropriate enclosed footwear with slip-resistant soles



Stay hydrated and take breaks

Bikes, e-bikes and e-scooters

Safety Task Card
STCGE 52

Unit Managers – use page overleaf to list any hazards and control measures specific to your site which are not listed below

Safe System of Work

1. Only ride a bike or scooter if you are physically fit and have completed the relevant training, including *OPS19 Use of Bicycles, Electric Bicycles and E-Scooters*.
2. Follow the manufacturer's instructions for set-up, use and charging where these are available.
3. Do not use a mobile phone or any type of headset or Bluetooth device whilst riding a bike or scooter.
4. Carry out a pre-use visual check to ensure that there are no defects to the bike or scooter and to ensure that lights and breaks are working, that the tyres are suitably inflated and that mirrors, where present are clear. Do not use faulty equipment and report any issues or damage to your manager.
5. Make sure you are familiar with any operating controls, switches and locks.
6. Ensure that the handlebars and, where relevant, the saddle are at an appropriate height and that any mirrors are correctly adjusted.
7. You must wear suitable clothing that cannot become entangled in wheels or other movable parts.
8. You must wear an approved safety standard helmet which is adjusted to fit correctly and fastened, enclosed shoes with good grip and appropriate high viz clothing at all times.
9. Ensure that you are wearing clothing appropriate for the weather conditions.
10. If you are carrying any items in carrying accessories these must be safely stowed, balanced, secure and within the safe load limit.
11. Use safe manual handling practices when loading or unloading goods and/or handing bikes or scooters.
12. You must remain seated when riding a bike and keep your hands on the handlebar other than for the purpose of indicating.

Continued on reverse

If you have any concerns, stop and speak with your line manager before proceeding.

List any additional hazards or risks you have identified, and control measures required to manage these.

Bikes, e-bikes and e-scooters continued

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Safe System of Work

13. Bikes and scooters should be parked on a flat surface wherever possible and where they are unlikely to be knocked. If you do have to park on a gentle slope, the bike or scooter must face up hill.
14. Plan your journeys to ensure a safe route is available and take regular breaks.
15. Be aware of your surroundings, including other vehicles or pedestrian traffic and ride defensively, following any site-specific rules and in accordance with UK legislation.
16. Never carry any passengers.
17. Do not ride equipment in isolated areas, on unsuitable surfaces, including rough ground or icy conditions, or in severe weather conditions, such as heavy rain, thunderstorms or strong winds.
18. Do not carry items of value on show.
19. Only charge equipment using the designated charger or charging station.

If you have any concerns, stop and speak with your line manager before proceeding.