

What are the hazards and how might they harm?



Exposure to extreme weather conditions



Violence and verbal aggression



Slip or trip injuries from damaged flooring or uneven ground/poor lighting



Manual handling injuries from lifting / carrying heavy bags

What PPE should the individual wear?



All officers to wear:

Safety glasses with side shields, stab vest, safety boots, body protection – suitable for task, hi-vis vest/coat in poor visibility

What other precautions should be taken?



Torch to be carried for patrols



Radio to be carried

Cash handling and collection from pay stations

Safety Task Card STCSO 06

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

Avoiding conflict

- All officers to be trained in personal safety in workplace, conflict management and incident de-escalation with assignment instructions documented.
- All officers to hold SIA licence.
- All officers must be over age of 18 and have received clearance to complete cash collection at site – the collection must be completed by two officers.
- Vary route and times of collection – do not inform other personnel outside of Compass of route/ times and schedule.
- Officers to keep in radio contact with security office and report and concerns.

PPE

- In addition to the normal PPE of stab vest/hi vis if appropriate/safety boots officers to wear safety glasses with side protection to prevent possible eye injury from liquids being thrown.

Manual handling

- Use correct lifting techniques limiting coinage weight to 5kg manual carry/lift use trolley for main movement.
- Route to be checked to ensure no obstacles/uneven ground/poor lighting; where possible use a trolley to collect or backpack to even out the weight distribution.
- All cash movement to be in lockable cash trolley or suitable unmarked lockable bag/backpack for purpose.
- Do not engage with assailant with weapon – retreat to safe distance to observe and contact police to attend – prevent others accessing area.

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

Cash handling and collection from pay stations

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

SOP (Standard Operating Procedures)

- SOP01 Patrols
- SOP02 Patient incident response
- SOP09 Criminal damage response
- SOP13 Vehicle as a weapon
- SOP24 Intruder response
- SOP 35 Car park management
- SOP 41 Staff escorts