

What are the hazards and how might they harm?



Back and muscle strain from manual handling



Impact injuries from collisions with moving vehicles



Slip injuries from slippery surfaces, trip injuries from uneven ground



Cuts, puncture wounds, lacerations from contact with sharp items



Thermal discomfort from adverse weather conditions



Bacterial or viral infections from contact with contaminated waste



Assault



Burns, explosion, irritation from discarded batteries or waste chemicals

What PPE should the individual wear?



Suitable clothing for the weather conditions, including beanie, sun hat or gloves

What other precautions should be taken?



Use suitable tools to pick up discarded items

Manual litter sweeping

Safety Task Card STCGE 20

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. Wear reinforced toe cap safety shoes, a high-vis vest or jacket, and clothing suitable for the weather conditions.
2. Sweeping should only take place during daylight hours.
3. If working alone, notify a nominated contact of where you are working and carry a fully charged mobile phone or a radio to check in with the contact at a prearranged time, but at least hourly.
4. If you are required to work in any isolated areas of the site, this must be risk assessed separately to ensure that adequate controls for any specific risks for the area are implemented.
5. Do not litter sweep in extreme weather conditions.
6. Be aware of moving vehicles, in particular plant machinery and heavy goods vehicles with restricted visibility.
7. Face traffic if you have to step into vehicle access routes.
8. Use appropriate tools to pick up items and dispose of broken glass, sharp or rusty items in a suitable container.
9. If you find any discarded needles or medical sharps, these must be picked up using the tools provided and be disposed of in a sharp box. Please report this as a Near Miss.
10. Any large items of rubbish or discarded equipment must be reported to the help desk for safe collection.
11. Any discarded batteries, waste chemicals or unknown waste must be referred to porter control to organise safe disposal and be reported to the client environmental manager.
12. All rubbish must be disposed of in the relevant waste stream.

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.

Manual litter sweeping continued

Safety Task Card
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Safe System of Work continued

13. If you notice any suspicious items or behaviour, or are confronted by a member of the public, remove yourself from the situation as quickly as possible, and call for assistance or police involvement.
14. Take regular breaks in a warm area and have warm drinks in cold conditions, and in a cool or shaded area and have cold drinks during hot weather.

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