

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



Impact injuries/death from contact with moving vehicle

What PPE should the individual wear?



All officers to wear:
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 and/or mobile phone to be carried

Vehicle movement and car park patrols

Safety Task Card STCSO 04

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

- Always use the designated pedestrian walkways where possible.
- Ensure you have read and understood site assignment instructions covering emergency and first aid procedures and availability.
- Ensure you have completed a site induction and are aware of the hazards and specific procedures being completed at site.
- Ensure correct footwear, PPE and hi-visibility clothing is used.
- Ensure that safety boots are worn and checked regularly for damage or loss of grip.
- Ensure that all footpaths are even and report any defects.
- Use flashlight to assist in any darkened areas.
- When the weather warning suggests the risk of ice, ensure this is reported to the client/facilities/property team to have the site gritted.
- Be alert to vehicle movement in the area being patrolled and ensure speed limit is being observed – drivers not complying should be reported.
- Carry a radio, or mobile phone if out of range, to report any concerns and request back-up in required.
- Ensure both torch and radio or phone are fully charged and in good working condition prior to commencing patrol.

Incidents involving contact with car park users/drivers

- Unless fully qualified as traffic marshal you are not to be responsible for movement of traffic or reversing of vehicles unless under supervision of qualified traffic marshal.
- Keep calm and if the individual displays aggression report this via the escalation route and seek assistance.
- Please refer to Intruder Incident & Investigation Safety Task Card.

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.

SOP (Standard Operating Procedures)

Vehicle movement and car park patrols continued

Safety Task Card
STCSO 04

Safe System of Work continued

Adverse weather

- Appropriate clothing to be provided to protect from adverse weather conditions; suitable sturdy footwear to be worn at all times.
- Ensure exposure time is minimal.
- Wet weather gear to be worn in the rain; this must be removed immediately once inside.
- For further information please refer to the HSE website "Temperature".
- Be aware that the visibility and stopping distances for drivers will be affected and allow for this, positioning yourself out of range of the vehicle.

Hot weather

- Ensure there is a suitable provision of protection from the sun in the form of sun protection products and job rotation when having to work in direct sunlight.
- Ensure access to adequate water supplies to avoid dehydration.
- To reduce risk of overheating, remove stab vest upon returning to office until required for next call-out/patrol.
- Ensure you are hydrating and have access to fresh air and use a fan or air conditioning system to reduce body temperature.
- Report any concerns in environment or areas of the car park/vehicle access points to manager to address.
- Do not engage with assailant with weapon – retreat to safe distance to observe and contact police to attend – prevent others accessing area.
- Do not leave the site/hospital grounds during shift without prior authorisation.
- Do not take responsibility for patient, visitor or family/contractor personal belongings or vehicle at any time.

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