



METHOD STATEMENT

SAFE SYSTEM OF WORK: PUSHING AND PULLING WHEELED BINS

ISSUE 3

DATE ISSUED: 01/04/24 **PREVIOUS REVIEWS:** July 2018, July 2019, July 2020, January 2021, January 2022

ISSUED BY: Sarah Philbin – Managing Director

IN CONSULTATION WITH: Muriel Parker/Nick Philbin

REVIEW DUE: March 2025

This activity includes the safe pushing and pulling of wheeled bins.

PERSONS AT RISK: All drivers and authorised personnel

HAZARDS:

- Faulty/damaged bins and wheels
- Overloaded bins

WHEELED BINS – SAFE HANDLING

- Always wear your PPE – gloves, hard hat, glasses, shoes and clothing supplied by Philbin Glass Recycling Ltd.
- Check the immediate area for potential risks before moving a bin – uneven floor, the public and any obstacles.
- Never lift tubs/containers or boxes of bottles – leave them and report to management when you return to site.



- Never move a bin which is full of crushed glass as this will be too heavy for the bin load capacity.
- Before moving any bin, look at the wheels and body for damage and that the lid is full shut. Never tip a bin that is damaged and report incidences of this type to management when you return to site.
- Never tip a bin where the lid is partly open.

Method of Moving a Bin

Take a firm grip with both hands Place one foot forward Unlock knees 'Dip and Drive'® to start the pull



1100ltr Bins pulling

Take a firm grip with both hands Place one foot forward Unlock knees 'Dip and Drive'® to start the pull



1100ltr Bins pushing

Take a firm grip with both hands Place one foot forward Unlock knees 'Dip and Drive'® to start the pull

1100ltr Bins pushing



Remember only move what you can safely manage



Training

- Driver will undertake CPC training
- Safe Systems of Work at Induction
- Driver assessment
- In house training on safe working practices repeated at least 2 yearly.
- All employees, including those from agencies, have been given a copy of the Safe Working Practices and Procedures.

Print Name: Sarah Philbin

Signature:

A handwritten signature in black ink that reads "S Philbin".

Date: 01 April 2024