

The majority of works we undertake will result in something being delivered or collected from site and as such the following will need to be considered in conjunction with any site specific safe system of work.

### Size of load

- Can site access road accommodate large vehicles?
- Are there any overhead services / obstruction that may obstruct the delivery due to size of load?
- Is the load rigid or liable to become unstable when being moved?
- Does the load contain any hazardous substances?



### Off-loading / Loading

- Who will undertake the operation – site personnel or haulier?
- Has the haulier provided a risk assessment / method statement for the activity to be undertaken?
- Will there be the need to employ the use of a crane or other mechanical lifting equipment?
- Are all materials / equipment stored in secure areas?
- Will the materials require further transport once delivered?

### Personal

- Does the delivery / collection require site personnel to have specific training? If yes, does the individual possess such training?
- Does the delivery driver have the appropriate certification? Has this been specified within the purchase order?
- Will the site have adequate resources to assist with the delivery / loading activity?

### Off loading / loading area

- Can the site ground condition support the delivery vehicle?
- Will there be a turning area if required or will the site personnel be required to provide banks person support?
- Is the loading area close to schools, other areas in frequent public use or close to residential areas? If so, is delivery times / appointment required to restrict times of deliveries?
- Are there suitable means for preventing / mitigating falls from height?

