

Method Statement

Task/Activity	Operating a Refuse Collection Vehicles	
Next Review Date	01.08.2026	
Originator	Keith Carver	Reviewed by: Keith Carver
Site	Fulham Road, Fulham, London	
Site Manager	Grant Lewis	
Date	31.07.2025	

Scope of Works

This details the safe working method to be used when Operating a Refuse Collection Vehicles on site

Background / Training Required

Competent to conduct cleaning activities and Operating a Refuse Collection Vehicles across the site.

Safety Equipment and PPE required

Hi Visibility BS EN 471:2003 +A1:2007 High visibility clothing		Safety Footwear BS EN ISO 20345:2011 Safety footwear	
Protective Clothing ABM Workwear - No Standard		Suitable clothing if working in inclement weather.	
Tools and Equipment Required			
Refuse Collection Vehicles			

Method of Works/Safe System of Works	Risks/Hazards/Controls/Notes
Method of Conducting Task: - Keys should be signed out from the Manager/Supervisor. The vehicle will primarily be used to transfer waste/cardboard. If used for any other use the Facilities Manager must be informed. - Inspect the vehicle prior to use paying, particular attention to lights, braking systems, warning devices, steering and wheels (including tyres). If during the inspection process, defects are discovered that could	- Only operatives who have been fully trained in equipment operation permitted to use it. - The vehicle should be fully inspected prior to use and recorded on a first use check sheet to ensure that it is in good condition and safe to use. Any faults or defects discovered that could affect the safety of

have an adverse effect on safety that item must be taken out of service until repairs have been conducted. 3. All equipment must be serviced and maintained on a regular basis in accordance with the manufacturers guide. 4. When driving in and around the operatives must always drive with care and caution paying particular attention to site speed limits, uneven road surface, pedestrian, and vehicular traffic. 5. When driving the driver and any passengers must wear the fitted safety belts. 6. Take care whilst loading and unloading the vehicle – ensure good manual handling techniques are followed. 7. Ensure items are stored safely and not likely to move around during transit. 8. Once work has been completed the vehicle should be parked applying the handbrake in a locked off area. 9. The vehicle should be cleaned and ready for use after parking. 10. Keys should be returned to the control room	operatives or others must result in the item of equipment being taken out of service until repairs have been conducted by a competent person. 3. Operatives issued with suitable clothing for outdoor use. 4. If an operative whilst using this equipment has an accident / incident the circumstances must be reported to the Site Manager / Supervisor as soon as possible so that the appropriate actions can be taken. 5. This then must be recorded on AssessNET. 6. Ensure that good handling techniques are used when loading and unloading
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Environmental Impacts	
Emergency Arrangements	Where any locations require Lone Working, the ABM Lone Working procedures should be followed