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| If control measures aren’t implemented and effective  it is rated **MEDIUM RISK** (25 ): Severity(5 ) x Likelihood(5 ) |

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| Groups at risk  Groups at risk  • All Club members  • Visitors / guests | Hazards  • Manual handling injury  • Sharps injury  • Slips, trips and falls  • Biological hazards | Practices resulting in hazards  • Carrying heavy/full bags of waste  • Disposing of waste into external bin area |

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| Control Measures  • Manual handling training completed as part of induction to ensure all club members are aware of and follow correct procedures and lifting techniques.  • All personnel must follow the correct lifting techniques at all times.  • Two persons to carry heavy bags or where possible use a trolley (if available).  • If waste bags are too heavy either get help or spilt load into smaller bags.  • If carrying more than one bag distribute the weight evenly ensuring you carry a bag in each hand  so you do not twist the body.  • Do not overload rubbish bags as they may split and spill contents leading to slip hazards.  • Clean any spillages from split bags as soon as possible.  • Dispose of broken glass and crockery, it must be disposed of in accordance with club policy.  • Always wear PPE needed for the job particularly sensible shoes with a good grip and gloves to minimise risk of contact with waste.  • Do not leave waste in the boat shed. Dispose of it at the end of all activities.  • Keep routes clear, ensure floors are dry, and take extra care when wet.  • Don’t carry more than you can manage and if up or downstairs keep one hand free for hand rail.  • Be aware that sharp objects like broken glass, knives or tin can lids that may protrude from waste bags and cause cuts to hands or legs.  • Always report any accidents however minor.  • When placing waste at final disposal point be aware that the bin area may be greasy or dirty  causing slip and trip accidents.  • External areas may become slippery in wet weather, risks to be highlighted as part of induction.  • Do not jerk when putting bags into skips. |

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| **After Control Measures:** Severity(5 ) x Likelihood(2 )  LOW RISK(10 ) |

Responsible Person: T P Aston. Responsible Person Signature: Tim Aston

Date 03 December 2021 – To be reviewed annually.

Review Date:

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