

# Safety Alert

<b>SA 174: Operation and Maintenance of Conveyors</b>			
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<b>Distribution List:</b>	All Thames Water Operational Managers Contractors CC: EMT		

## What is the Danger?

Serious injury or fatality caused by entrapment with dangerous parts of machinery due to inadequate controls and unsecured or missing fixed guards.

## Incident Information

There has been a serious injury to one of our contractors whilst working on a belt conveyor in one of our operational sites. The incident is still under investigation but the following actions must be taken immediately.

## Action Required

**Senior Management and contractors** must ensure that the actions detailed in this safety alert have been allocated and carried out. **Operational Managers and Team Leaders** must take the following actions in relation to plant and equipment under their control or being operated as part of their process:-

- **Immediately check** that all conveyors, including belt and screw conveyors, are properly guarded.
- Ensure that **no one**, including maintenance, is permitted to **remove any guarding** until a safe system of work (SHE4) has been completed and approved, full information is in your Health and Safety Manual. Contact your Health and Safety Advisor for further advice.
- Ensure that no one works on or near any conveyor (including contractors under a TWOSA) unless you have **planned the work, you are in control of their activities** and the appropriate briefings have been given.
- If contractors are operating conveyors or other machinery, managers must ensure that they have a completed and **approved safe system of work**, including risk assessment that has been communicated to the operators.
- Ensure that there is a completed and approved safe system of work (SHE4) prior to any maintenance, cleaning or other activities that involve access to dangerous parts. This should include effective methods for **isolation** that must be in place **prior** to commencement of any work (including physical locking-off arrangements).
- Ensure appropriate **access** equipment is provided for access to plant and machinery e.g. gantries or portable access platforms with guard rails. Do not allow use of step ladders.
- Ensure machinery is marked with appropriate **warning signs**. (e.g. Isolate before removal of guards)
- An **immediate safety briefing** (overleaf) must be given to all relevant employees and contractors on the dangers of working with machinery and the need to ensure that guarding is in place and securely fastened. The signed briefing should be kept in your health and safety records file.

Also see safety alert 163 issued in February 2010

If you have any queries or need further advice please contact your local Health & Safety Advisor.

