



METHOD STATEMENT	OWP 028
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REFILLING OF SILO FROM BULK POWDER TANKER

INTRODUCTION

This Method Statement is intended to provide, as far as is reasonably practicable, a safe system of work for the safe use of **Bulk Powder Tanker Vehicle for the refilling of CPI Mortars Limited Silos**. The Bulk Powder Tanker Vehicle shall only be used according to the prescribed application. The Method Statement details the works to be completed and the methods to be utilised to achieve the activity requirements

All personnel engaged In this activity are expected to fully co-operate with the methods of work identified and follow the risk control measures identified in the associated Risk Assessment

PERSONNEL - Training records – Available on request	TRAINING DOCUMENTS
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Bulk Powder Tanker driver	Driving licence CSCS card Internal training records
The described activity will be carried out by employees trained in this type of work	

ACCESS AND EGRESS TO SITE

CPI Mortars Limited expects all clients to comply with the statutory requirements of Health and Safety legislation and inform us of all known hazards and risks that may affect health and safety of our employees whilst at the client’s location

The driver will report to the site office / supervisor for instructions on arrival at site
A trained banksman to assist as a signaller may be requested to assist in the manoeuvring of the vehicle

PERSONAL PROTECTIVE EQUIPMENT

The driver is equipped with the following items:

- Safety footwear
- High visibility clothing
- Safety helmet
- Gloves
- Safety glasses
- Bump cap
- Hearing protection
- Overalls / full length clothing
- FFP2 dust masks

The driver will ensure that all relevant items of PPE are worn at all times whilst on site and throughout the delivery. The driver will ensure that all site specific regulations are adhered to

STATUTORY EXAMINATIONS

All Bulk Powder Tankers are subject to 12 weekly inspections, 24 month intermediate and 48 through statutory examinations. *Certificates are available from the driver and on request from CPI Mortars Limited*

COSHH

Material Safety Data Sheet *are available from the driver and on request from CPI Mortars Limited*

EMERGENCY PROCEDURES

Should an accident or incident occur, this must be reported to the site agent / responsible person whilst on site where the sites accident reporting procedure must be followed.

Any documents completed on site must be photocopied and handed together with a completed Drivers Incident form OLS 08 to the Plant Supervisor on the drivers return to the plant

EMERGENCY CONTACT DETAILS (Only to be used in case of emergency)

For all other enquiries please contact the Sales Contact or Plant Direct
Christine Nicholls | Tel: 07771 913 689



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1. On arrival, the driver shall report to the site office / agent or the person responsible on site for instructions which must include safe travel and pedestrian routes
2. The site agent or the person responsible on site shall carry out a relevant site induction and discuss with the driver the scope of work, location of silo, travel route and any specific health and safety considerations, including information on site hazards.
3. The minimum level of PPE worn by the driver is safety footwear, gloves, safety helmet and high visibility waistcoat or jacket, a FFP2 dust mask shall be used when uncoupling hoses and when removing and emptying the filter bag. Hearing protection shall be used when the compressor is in use. Additional PPE to ensure that all site specific regulations are adhered to may be required. This must be advised by the site agent / responsible person during site induction
4. The driver shall manoeuvre to the relevant area, a trained banksman to assist as a signaller may be requested to assist in the manoeuvring of the vehicle
5. The tanker shall be positioned as close as possible to the silo, to provide the shortest possible delivery hose run and to ensure the driver has sight of the tanker, silo and the silo filter bag. If the driver can not view the tanker, silo and the silo filter bag, a nominated person must be provided by the site to allow the delivery to continue
6. The driver shall ensure that hose runs are kept to a minimum where possible, ensuring the hoses are free from any obstructions
7. Unauthorised persons shall be cleared from the area, maintaining a minimum of distance of 2 metres. No discharge shall take place until this can be achieved
8. The driver shall visually inspect the Pressure Relief Valve on the vehicle and visually inspect the hoses, couplings and filter bag prior to commencing discharge
9. The driver shall inspect the silo to ensure sufficient capacity to accept the delivery
10. During discharge process the driver will stand at the tanker controls
11. The driver shall at all times remain with the tanker throughout the delivery

Connecting to Silo

12. The driver shall connect the delivery hose to the silo inlet and the filter bag to the silo outlet
13. The driver shall remove the end cap on the tanker and connect the hose to the tanker, ensuring that each hose is fully tightened by using a spanner and has two clips around the hose

Discharge of Product

14. The driver shall ensure that all material valves, the ring jet, boost valves, top air and vent valves are all closed
15. The driver shall then engage the Power Take Off (PTO) and build tank pressure



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16. When the tank reaches the required pressure, the ring jet valve is opened; the filter bag will start to inflate.
N.B. An under inflated filter bag may indicate that there is a blockage, if so the driver shall follow the Emergency Shut Down procedure

17. Material is then discharged into the silo

18. If the driver believes there is an issue with delivery, the discharge shall be halted and either discussed with the site agent / person responsible or the Plant Supervisor at the plant shall be contacted

Emergency Shut Down

19. In the event of a discharge from a hose or filter bag, the operator shall fit a FFP2 dust mask as soon as is practical. The discharge shall be halted and the site agent / person responsible informed. The Driver Incident Report form OLS08 shall be completed and returned to the plant

20. The driver shall close all material valves

21. Turn the engine off and close all boost, ring jet and aeration valves

22. Open the vent valves to depressurise the tank and disengaging the PTO before re-starting the engine

Completion of Discharge

23. When all material has been fully discharged, the driver shall close all material valves

24. The tanker shall not be depressurised through the silo

25. Close all boost, ring jet and aeration valves

26. The driver shall shut down the compressor and then open the tank vent valve

27. Turn the engine off

28. Ensuring that the pressure has dropped, the hose and filter bag are disconnected

29. The hose and filter bag are stowed securely in the travel position

PRESURISED BULK POWDER TANKER DETAILS

Make & Model	RIGID TANKER	ARTIC TANKER	ARTIC TANKER
Gross vehicle weight	32 tonnes	39.25 tonnes	44 tonnes
Safe Operating Limits	2.0 bar	2.0 bar	2.0 bar
	-40 to +80 °C	-40 to +80 °C	-40 to +80 °C



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RISK ASSESSMENT		
HAZARD	RISK	CONTROL MEASURES
1	Arrival and manoeuvring on site	<p>All sites are subject to a site survey by the sales team, this is communicated to the drivers</p> <p>Drivers regularly visit sites and aware of relevant safety issues</p> <p>All drivers are CSCS card trained</p> <p>All drivers shall report to site office for site specific instructions which must include safe travel and pedestrian routes</p> <p>All drivers are trained in site and pedestrian safety CPI Mortars toolbox talk</p> <p>Drivers are instructed to keep their travel route between the place of work and their vehicle to a minimum observing marked pedestrian routes at all times</p> <p>Banksman maybe requested from the site to aid with reversing / manoeuvring of vehicles</p> <p>The minimum level of PPE worn by the driver is safety footwear, gloves, safety helmet and high visibility waistcoat or jacket, a FFP2 dust mask during the discharge process and hearing protection when the compressor is in use. Additional PPE to ensure that all site specific regulations are adhered to may be required</p> <p>Any issues found on site are reported via the Driver Incident Report form OLS08 and actioned immediately</p>
		<p>Slips, trips and falls Unfamiliar risks resulting in injury, damage to property</p>
	Accident whilst on site	All accidents shall be reported to the site agent / responsible person, a copy of all completed accident forms shall be obtained and reported immediately to the Plant Supervisor



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HAZARD	RISK	CONTROL MEASURES
2	Access & egress of vehicle	<p>Slips, trips and falls</p> <p>All drivers shall follow a safe procedures for access and egress of vehicle using appropriate steps and grab handles</p> <p>Suitable safety footwear is provided to all drivers</p> <p>Access and egress shall take place in well light areas. Illuminating the vehicle / area during reduced visibility</p>
3	Use of bulk powder tanker	<p>Injury to persons</p> <p>Only trained, competent and authorised persons may operate the bulk powder tanker</p> <p>Driver to ensure that the tanker, silo and hoses are clear of non essential persons, maintaining at least a 2 metre distance</p>
		<p>Slips, trips and falls</p> <p>The driver shall ensure that all non essential equipment is removed form their working area</p>
		<p>Come into contact with overhead obstructions / cables</p> <p>Ensure a minimum of 5 metres – cables clearance from any part of the tanker and overhead obstruction / cables</p>
		<p>Failure of pressurised tanker</p> <p>All vehicles and auxiliary equipment are subject to daily checks and are inspected prior to use by the operator</p> <p>All tankers are subject to 12 weekly inspections, 24 monthly intermediate and 48 thorough statutory examinations</p> <p>An automatic Pressure Release Value is fitted and activated should the pressure exceed 2.0 bar</p>
		<p>Movement of vehicle whilst tanker is discharging</p> <p>No persons shall be allowed access to the vehicle cab or bed whilst the tanker is pressurised</p>
		<p>Overfilling of silo</p> <p>The driver shall ensure there is sufficient capacity in the silo prior to discharge</p>
		<p>Occupational Noise levels</p> <p>Drivers shall wear hearing protection when compressor engaged and tanker is discharging</p>
		<p>Injury to persons / damage to property</p> <p>All hoses and couplings are inspected prior to each delivery</p> <p>Hose runs are kept to a minimum where possible, ensuring the hoses are free from any obstructions</p>
4	Use of transfer hoses	



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RISK ASSESSMENT		
HAZARD	RISK	CONTROL MEASURES
4 Use of transfer hoses	Failure of hose / coupling	The driver shall have sight of the tanker, filter bag and the silo, if the driver can not view both the silo and tanker, a nominated person shall be requested from the site agent / responsible person
		All hoses and couplings are inspected prior to each delivery
		In the event of a blockage or failure of the hose or coupling, the discharge shall be halted immediately and the Emergency Shut Down procedure followed
		The driver shall report such an incident to the site agent / responsible person and complete the Driver Incident Report form and inform the Plant Supervisor
5 Use of artic trailer	Injury to persons / strike object	Drivers are trained in the use, coupling and uncoupling of trailer
		The driver shall ensure that both the trailer and vehicle handbrakes are applied when coupling and uncoupling the artic trailer
		A trained banksman to assist as a signaller may be requested to assist in the manoeuvring of the vehicle
6 CPI Mortars products	Emission to atmosphere / Environmental Impact	CPI product is fully enclosed in tanker and silo, preventing contact with persons or release to atmosphere
	Exposure to persons	In the event of a blockage or failure of the hose or coupling, the discharge shall be halted immediately and the Emergency Shut Down procedure followed The minimum level of PPE worn by the driver is safety footwear, gloves, safety helmet and high visibility waistcoat or jacket, a FFP2 dust mask during the discharge process and hearing protection when the compressor is in use. Additional PPE to ensure that all site specific regulations are adhered to may be required



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RISK ASSESSMENT		
HAZARD	RISK	CONTROL MEASURES
7	Manual Handling	Injury to persons Manual handling is limited to the connection of hoses and use of hand tools All drivers are trained in manual handling techniques
8	Lone working	Injury to persons Drivers are not permitted to enter, place or collect silos on site without responsible person available in attendance
9	Delivery from public highway	Injury to persons / members of the public or damage to property It shall be the sites responsibility to ensure all safe guards for delivery from a public highway The driver must assess the unloading area with particular reference to roadway condition, access width, other vehicles, site personnel and plant, members of the public, weather conditions and any prevailing hazards and ensure there are no restrictions in the area The site agent / responsible person shall provide a competent and authorised signaller wearing high visibility clothing positioned in a safe place using agreed hand signals. Signallers should give priority to the passage of pedestrians and other road users The driver shall assess the need for further assistance in relation to the maneuvering of the vehicle and delivery activities Pedestrians shall not be guided around the vehicle onto the roadside, unless there are suitable barriers protecting them from traffic
10	Reversing onto a public highway from customer site	Struck by vehicle A trained banksman shall be requested to assist as a signaller, should a driver need to reverse onto a public highway

FURTHER COMMENTS