Doc Ref :- Milb006

Environmental Risk Assessment Form

MILBER SALVAGE AND SPARES

Task / Activity	Depollution Activities	Risk Assessment Form for Hazard Identification & Consideration of Risk in Workplace areas and to assess work equipment.	**Assessment no.**	En: 01
Equipment / Location	Yard		**Completed by**	Paul Smale
Person(s) at Risk	Operatives / Site Supervisor / Members of the Public		**Other person(s) involved in assessment**	Kerry Robbins
Date of Assessment	4th December 2016 – Review April 2018 and April 2019			

Environmental Aspect	Control Measures in Place	Likelihood	Severity	Environmental Impact Rating	New Control Measures Identified
Recovery of oil from shock observers	A hole is drilled into the shock absorber to allow the oil to be drained into a clearly marked container which is sealed when not in use. If the shock absosber is to be resold it will not be drained of oil but place in storage on an impermeable surface.	1	1	1	Consider the purchase of a bespoke tool for this process
Recovery of engine oil	Engine oil will only be fully recovered if the engine is to be scrapped. The oil will be drained into a suitable leak proof container which will be clearly marked. Waste oil will be treated as hazardous waste and removed from site by a licenced waste carrier and processed at a licenced reprocessing facility. If the engine is to be resold a small amount of oil will be kept in the engine and all openings where oil could leak	1	1	1	

	will be fitted with bungs, the engines will be stored on impermeable ground in a bunded area.				
Oil Filters	Waste oil filters are drained and placed into a leak proof container, waste filters are treated as hazardous waste	1	2	2	
Recovery of gear box oil	Gearbox oil will only be fully recovered if the engine is to be scrapped. The oil will be drained into a suitable leak proof container which will be clearly marked. Waste oil will be treated as hazardous waste and removed from site by a licenced waste carrier and processed at a licenced reprocessing facility. If the gearbox is to be resold a small amount of oil will be kept in the gearbox and all openings where oil could leak will be fitted with bungs, the gearboxes will be stored on impermeable ground in a bunded area.	1	1	1	
Recovery of differential oil	Same control measures as above	1	1	1	
Recovery of power steering oil	When necessary power steering fluid is syphoned from the holding tank and poured into a leakproof container which is clearly marked.	1	1	1	
Recovery of brake fluid	brake fluid is syphoned or poured from the master cylinder and poured into a leakproof container which is clearly marked.	1	1	1	
Recovery of clutch fluid	When necessary the clutch fluid is syphoned or poured from the master cylinder and poured into a leakproof container which is clearly marked.	1	1	1	

Anti Freeze	Radiators are drained into leakproof containers, the fluids are then reprocessed off site to reclaim the glycol. These containers are clearly marked	1	1	1	
Screen Wash	Screen wash reservoirs are drained into leakproof containers, clearly marked and treated as hazardous waste	1	1	1	
Recovery of Diesel	Diesel is recovered using a specialist process, the diesel is then stored in leakproof clearly marked containers.	1	1	1	
Recovery of Petrol	Petrol is recovered using a specialist process, the diesel is then stored in leakproof clearly marked containers.	1	1	1	
Recovery of air conditioning gases	F gas is reclaimed using a specialist process which ensure the gas cannot escape to atmosphere.	1	2	2	
Handling of seat belt pretensions and air bag devices	Once removed from the vehicle these devices are stored in a bespoke explosive proof steel container which is clearly marked and locked when not in use. This container is situated in the far corner of the yard away from the reception and administrative areas. Before removing air bag detonators from vehicles the batteries must be disconnected for at least 20 minutes are the detonator isolated following the vehicles instructions in the operations manual. The IDIS data base can also be	1	2	2	

	accessed for information on how to safely deactivate detonators. Please note that activated air bags contain nitrogen gas so this can should only be released in a well ventilated area				
Battery Removal	This is the first depollution task. The battery is removed and stored in a designated lidded battery box within a clearly marked area.	1	1	1	
Tyres	Scrap tyres are removed from wheel rims and stored in a storage container with fire extinguishers fitted.	1	1	1	
Switches containing mercury	Are only removed from the depollution process if the switch is clearly marked. Removed switches are stored in a designated clearly marked container	1	1	1	
LPG Tanks	Are removed as part of the depollution process, tanks are isolated, disconnected from the vehicle and removed to a designated clearly marked storage area	1	2	2	

Likelihood		
Low	(1)	Harm will seldom occur
Medium	(2)	Reasonably likely to occur
High	(3)	Certain or near certain to occur

Severity		
Low	(1)	Minor injury / Environmental Impact
Medium	(2)	Short term injury / Environmental impact will require some containment action
High	(3)	Death or major injury (LTA) / Environmental impact will require external assistance to mitigate

All E activities carried out by Milber Salvage will be carried out following the guidance provide in the publication 'Depollution End of Vehicle Life' dated March 2011 approved by Defra and the EA, Guidance documents produced by the HSE will also be consult. The arrangements at Milber Salvage ensure compliance with the End of Life Vehicle Regulations 2003, 2005 and 2010. Milber Salvage being an 'Authorised Treatment Facility ' as described under the Act.

European Waste Codes

16 01 06 Fully depolluted car shells
16 01 03 Tyres
16 06 01 Lead batteries
13 02 06 Synthetic engine, gear and lubricating oils
13 07 01 Fuel oil and diesel
13 07 02 Petrol
16 01 13 Brake fluids
16 01 14 Anti-freeze fluids (including windscreen wash)
16 01 07 Oil filters

Receiving End of Life Vehicles and Metal Waste

1) Of driven to the yard by a customer, the vehicle will be checked over and all personal belongings removed, a certificate of destruction will be issued to the customer.
2) The vehicle will then be assessed to evaluated if it is to be completed depolluted and crushed or partially dismantled for resalable spare parts
3) Members of the public will not be allowed to enter the depollution area or access the car spares areas, there is a designated waiting area for members of public in the reception area.
4) Metal waste will be booked in recording the weight and type of metal waste (Ferrous or non-ferrous) the name, address and contact details of the vendor will be kept. Waste must be paid for by cheque or bank transfer no cash transactions for received waste will be allowed.

Receiving end of life vehicle by transporter / trailer,

1) The trailer will reverse into the yard with the aid of a banksman.
2) All unauthorised persons will be excluded from the area.
3) Vehicles will be unloaded manually or with the assistance of mechanical aids.
4) Vehicles will be stored in designated areas on impermeable ground conditions.

Risk Assessment – Corrective Actions Required

Risk Identified	Risk Rating	No. Of People Exposed to Risk	Action Required	Person Responsible	Scheduled Date for Completed	Date Completed	Likelihood	Severity	Risk Rating
							New Risk after Corrective Action		
What is the risk i.e. Being hit by something, Cut, Back strain,	Likelihood X severity		What is needed to Be done to prevent an accident happening	Name of the person responsible for taking the action	Targeted Completion Date	Date all actions completed and verified			

Risk Rating:
1 - 2 Low residual risk
3 - 5 Medium residual risk
6 - 9 High residual risk

Signed:

Dated:

MILBER
SALVAGE AND SPARES

Communication of the Risk Assessment

I hereby sign to say I have read, agree and understand the Risk Assessment relating to:

_____

Date	Name	Signature