

## **METHOD STATEMENT AND RISK ASSESSMENT FOR**

### **CHANGING GEAR BOX OILS**

**SITE:**

**CONVEYOR:**

On arrival at site sign in visitors/contractors book.

See shift manager to isolate equipment to be worked on.

Wearing standard PPE of: Overalls, safety boots, hard hat, appropriate gloves and eye protection proceed to isolated plant.

Check plant number before starting work.

Position waste oil receptacle under drain point.

Remove drain plug and filler cap.

Allow to drain and replace plug.

Using correct gear oil, fill to amount stated.

Remove waste oil to special oil waste container provided.

Report to shift manager and sign out.

#### **RISKS**

#### **MINIMISED BY**

Equipment start up

Follow isolation procedure

Back injury due to weight of oil container

Correct lifting posture & enough manpower

Splashes and Spills

Eye protection, overalls and gloves

Trap/Bruises injury to hands and feet

Wearing suitable gloves and safety boots