

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

### **FITTING AND CLIPPING BELT**

**SITE:**

**CONVEYORS:**

On arrival to site sign in visitors/contractors book.

See shift manager to isolate the 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.

Check Method & Risk to ensure accurate.

Remove guards and take off tension.

Position new belt in safe position.

Clamp off old belt and cut.

Clip new belt to old belt.

Run new belt on and old belt to the ground in a safe place.

Remove any required transoms.

Run belt to top, complete finished joint.

Tidy all scrap into skips as directed. Any special waste to be removed from site.

Replace all guards.

Report to shift manager and sign out.

#### **RISKS**

Equipment start up  
Back injury due to weight of materials  
  
Flying debris  
Trap/bruises injury to hands and feet.  
Cuts from knife

#### **MINIMISED BY**

Follow isolation procedure  
Correct lifting posture and enough manpower  
Eye protection  
Wearing suitable gloves and boots.  
Wearing suitable gloves