

Purpose

The purpose of this policy is to ensure that the company conducts specialist operations safely and in accordance with the law; that the risks associated are managed so that they do not endanger the drivers or other road users.

Scope

Managing risks associated with specialist operations is the joint responsibility of senior management, technical, operations, fleet management and driving staff. This policy applies to all staff.

The company's specialist operations covered within this policy are the transportation of non-hazardous waste.

The person with overall continuous and effective responsibility for the Waste Carriers Licence is the Company Managing Director – Liam Clear

The company does not undertake the movement of abnormal indivisible loads.

The company does not transport any dangerous goods which require the vehicle to have dangerous goods vehicle approval certification.

Policy Statement

This company takes all reasonable steps to ensure the handling and transport of non-hazardous waste Control measures have been implemented to ensure continual compliance and are communicated as part of this policy.

The company expects these measures to be adhered to and will take appropriate action against staff who fail to do so.

Processes and procedures

The transportation of non-hazardous waste is documented using a waste transfer note. The information entered onto these documents is subject to several audit checks throughout the handling process.

Roles and responsibilities

Senior management is to:

- Develop and communicate the Specialist Operations Policy, procedures and responsibilities effectively across the organisation
- Ensure the policy is reviewed at least every 12 months and more frequently if necessary
- Ensure all staff are conversant with all procedures and documentation outlined in this policy and that the policy is fully implemented
- Ensure operational, management and driving staff are resourced, trained and empowered to conduct the duties
- Continually review operating practices to ensure all measures for reducing the risk of Specialist Operations are considered and implemented where viable.

Line management must ensure that:

- They are conversant with the policy and that it is fully implemented
- All drivers are aware of their duties and responsibilities under this policy
- They take appropriate action if any driver falls short of their duties and responsibilities under this policy
- Frequent checks are conducted to ensure the policy is being followed

Driving staff must ensure that:

- Vehicles and loads have no defects, leakages, missing equipment or other fault
- Vehicles are not overloaded
- Vehicles are displaying the correct placards and marks
- They carry their training certificate, that it covers the correct classes, is valid/in date

The journey is stopped if a safety infringement is found

Liam Clear
Managing Director
Wembley Innovation Ltd

October 2023

