

CONTENTS

List of figures x

List of tables xvi

Acknowledgements xvii

01 Introduction: The importance of health and safety 1

Origin and content of this book 4

Conclusion 6

02 Basic principles of health and safety 7

The cultural approach to health and safety 8

Health and safety law 11

Health and safety management: Basic principles 24

Plan, do, check, act 31

Conclusion 31

03 Physical health issues 33

Musculoskeletal disorders 33

Working hours, night work and shift work 35

Noise 38

Asbestos 40

Infectious diseases 41

Skin conditions 42

Conclusion 43

04 Mental health 44

Andrea Newton 44

Introduction 44

Workplace issues 45

The importance of effective leadership 50

Conclusion: Being a decent employer 58

05 Drug and alcohol issues 59

The effect of drugs and alcohol on driving 59

Alcoholism and addiction 61

Alcohol and drug misuse 64

Developing a drug and alcohol policy 64

Alcohol and drug testing 68

Conclusion 70

06 Personal protection equipment 71

The importance of PPE 71

The law relating to PPE 73

Risk assessment for PPE 74

Types of PPE 76

Conclusion 95

07 Safe storage and warehouse layout 96

Packaging 96

Pallet safety 100

Racking 104

Warehouse layout 113

Storage of hazardous goods 121

Conclusion 124

08 Manual handling 125

Legal requirements 125

Avoiding manual handling 129

Alternatives to manual handling 129

Risk assessments 140

Pushing and pulling a load 159

Conclusion 167

09 Materials handling equipment 169

UK legal requirements 169

US requirements 175

Training requirements 175

Safety features available on forklifts 185

Pre-use inspections 195
Forklift stability 198
Good and bad practice 202
Conclusion 206

10 Fire safety 207

Legal requirements 207
Risk assessments 209
Fire detection and alarms 221
Fire fighting equipment 226
Sprinkler systems 230
Escape 237
Conclusion 242

11 Yard safety 243

Yard layout 243
Yard operations 250
Drop trailer operations 256
Conclusion 258

12 Vehicle loading 259

Warehouses without dock levellers 259
Dock levellers 263
Safety of the load 273
Conclusion 280

13 Road vehicle specifications, maintenance and compliance 281

Vehicle selection 281
Tyres 287
Additional vehicle safety features 296
Walk-round checks 309
Operator's Licence compliance 310
Fleet operator recognition scheme 312
CLOCS 314
Company car tax 314
Conclusion 315

14 Accident prevention during vehicle operations 316

- Bad driving habits 316
- Driver recruitment and selection 318
- Health 320
- Vehicle routing 323
- Driving standards 326
- Accident procedure 332
- Conclusion 334

15 Transport of dangerous goods by road 336

- Introduction 336
- ADR and CDG 337
- Information to be displayed on vehicles 346
- EU: The Kemler system 350
- Equipment to be carried 351
- REACH 353
- US regulations 353
- Conclusion 354

16 Vehicle-mounted loading equipment 355

- Cranes 355
- Tail lifts 362
- Vehicle-mounted forklifts 365
- Conclusion 365

17 Seafreight, rolling motorway and airfreight 366

- Absolute authority of the captain 366
- Types of seafreight 367
- Hazardous goods 368
- Container and trailer loading 369
- Rolling motorway 375
- Airfreight 376
- Conclusion 379

18 Miscellaneous issues 380

- First aiders 380
- Vulnerable workers 382

Slips and trips	386
Computer screens	388
Electrical safety	389
Work at height	390
Automation of warehouse tasks	393
Safety knives and cutters	397
Conveyors and automated warehouses	399
Conclusion	401

19 Health and safety monitoring and audits 402

Monitoring methods	402
Health and safety audits	404
Accident investigation	411
Conclusion	413

Afterword 414

Appendix: Useful websites 415

References 420

Index 431