

The instructions recommended within this document apply to normal risk conditions. If the Trailer Toilet is to be operated in a dangerous or hostile environment, the user/client is responsible for conducting an appropriate risk analysis and applying suitable controls to mitigate those additional risks.

This instruction should be read in conjunction with the Risk Assessment.

GENERAL SAFETY

- Wear appropriate PPE (safety footwear and Hi-Vis jacket)
- Beware tipping of board when turning or on uneven ground
- Check that trailer towbar and connections are not damaged
- Ensure jockey wheel is properly positioned for parking or retracted for travel
- Ensure stabilisers are retracted when travelling
- Ensure wheels are chocked and brake applied when parked
- Ensure steps are retracted before travelling

TRANSPORT OF TRAILER TOILET

1. Ensure towbar is properly connected, chain attached
2. Ensure jockey wheel and stabilisers retracted and all lights are working
3. Ensure step is retracted
4. Check pressure of tyres and tyre tread
5. Ensure toilet door is closed
6. Do not exceed speed limit

PARKING

- Park on level ground
- Apply brake, lower jockey wheel, lower stabiliser legs and chock wheels
- Remove tail light cable and safety chain
- Ensure parked unit is not too close to traffic to be hit by a vehicle
- Ensure parked unit will not hinder or endanger pedestrian traffic
- Install safety barriers if necessary

OPERATING CONDITIONS

- Lower step
- Ensure door mechanism is working
- Check waste level daily

INSPECTION AND MAINTENANCE

- Check condition of trailer, towbar, jockey wheel and lights
- Check toilet for leaks
- Check door and lock mechanism is working properly

The above instructions must be followed at all times. If any of the instructions are not possible, contact the site supervisor for an assessment of any safety requirements.

Trailer Toilet Risk Assessment

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Likely Risk Issue	Who/ What may be harmed? (Specific Persons)	What is the Rate Level? (Rate risk as Low, Medium or High)	What Risk Control Actions Needs to Be Taken? (What needs to be considered so that the risks are identified and effectively controlled)	Time Frame
Towing mechanism	Operators Staff Spectators	Severity of Risk (S)- 2 Likelihood of Risk (L)- 2 Overall Risk (S x L)= 4 MEDIUM	<ul style="list-style-type: none"> Towbar connection to be checked to ensure ball location is complete, locking pin is in place, chain is connected and jockey wheel raised. Tail lights to be checked to ensure ail, brake and trafficator lights are functioning Tail light cord to be raised off ground when not in use Ensure brake cables are correctly adjusted 	Every hire
Toilet Door, Platform step and drain	Staff General public	Severity of Risk (S)-1 Likelihood of Risk (L)- 2 Overall Risk (S x L)= 2 LOW	<ul style="list-style-type: none"> Operator or staff to ensure that door is fully secured before starting journey Step to be locked in stowed position Care to be taken when lowering step to avoid leg injury Ensure rear drain cover is latched before travelling 	Every hire
Hold down bolts loose	Operators Staff Spectators	Severity of Risk (S)-3 Likelihood of Risk (L)- 2 Overall Risk (S x L)= 6 MEDIUM	<ul style="list-style-type: none"> Driver to carry out check that toilet is properly bolted to trailer base 	Every hire
Rollover of Toilet when being Towed	Operators Staff Spectators	Severity of Risk (S)- 3 Likelihood of Risk (L)- 2 Overall Risk (S x L)= 6 MEDIUM	<ul style="list-style-type: none"> Driver to be vigilant with not speeding Ensure tyre pressures are correct before starting journey 	Every hire
Tripping & Crushing	Operators Spectators Staff	Severity of Risk (S)- 3 Likelihood of Risk (L)- 1 Overall Risk (S x L)= 3 LOW	<ul style="list-style-type: none"> Operators to be vigilant and no positioning is carried out until everyone is well clear Assess prevailing weather conditions Ensure unit is on solid level ground 	Every hire
Collison	Operators	Severity of Risk (S)- 3 Likelihood of Risk (L)- 1 Overall Risk (S x L)= 3 LOW	<ul style="list-style-type: none"> Operators to be vigilant and adhere a safe breaking distance with other vehicles 	Every hire

Calculation of Risk Evaluation

Severity of Risk (S) is judged by evaluating the effects of the hazard if the risk occurs. This is evaluated as Minor = 1, Major = 2, Serious = 3

Risk Likelihood (L) - The likelihood of the harm occurring is evaluated on the basis of: Unlikely =1, Possible = 2, Likely = 3

Overall Risk is calculated by multiplying the figure for Severity (S) and Likelihood (L).

The overall risk figure calculated is related to the Risk Level of either Low: 1 to 3; Medium: 4 to 6 or High: 7 to 9

NB This is a generic risk assessment only. It is advisable to carry out a site-specific assessment prior to using this equipment.