

# Risk Assessment

## RA009D - Lone Working Checking Systems



|                               |                         |
|-------------------------------|-------------------------|
| ABI Equipment Ltd             | Creation Date: 13/09/23 |
| Lone Working Checking Systems |                         |

**Line Managers must ensure that effective checking systems are in place and that lone workers can be accounted for at all times.**

| Lone Working Scenario:               | Checking/Control Measure(s):   |
|--------------------------------------|--|
| Working in yard                      | <ol style="list-style-type: none"> <li>1) Regularly check in with employee (physically or by telephone) – appropriate to type of work, and;</li> <li>2) Monitor security cameras (from office or remotely if required) to confirm employee safety, and;</li> <li>3) Employees check in with Line Manager (or nominee) before starting each new task, and;</li> <li>4) Employee to contact Line Manager (or nominee) immediately in the event of any issues.</li> </ol>   |
| Welding/grinding in welding bay Only | <ol style="list-style-type: none"> <li>1) Regularly check in with employee (physically or by telephone) – appropriate to type of work, and;</li> <li>2) Monitor security cameras (from office or remotely if required) to confirm employee safety, and;</li> <li>3) Employees check in with Line Manager (or nominee) before starting each new task, and;</li> <li>4) Employee to contact Line Manager (or nominee) immediately in the event of any issues.</li> </ol>   |
| Driving to/from customer site        | <ol style="list-style-type: none"> <li>1) Check in with employee by telephone during journey and to confirm safe arrival at destination, and;</li> <li>2) Periodic review of vehicle tracking systems to confirm employee safety, and;</li> <li>3) Employee to contact Line Manager (or nominee) immediately by telephone in the event of any issues.</li> </ol>   |
| Working on site                      | <ol style="list-style-type: none"> <li>1) Ensure the site is prepared for our employees attendance and that suitable care is in place, and;</li> <li>2) Employees to follow all on site checking in /out / attendance/ reporting requirements, and;</li> <li>3) Regularly check in with employee (physically or by telephone) – appropriate to type of work, and;</li> <li>4) Employees check in with Line Manager (or nominee) before starting each new task, and;</li> <li>5) Employee to contact Line Manager (or nominee) immediately in the event of any issues.</li> </ol> |
| Working in office                    | <ol style="list-style-type: none"> <li>1) On arrival let workshop staff (if present) know they are there, or contact Line Manager by telephone, and;</li> <li>2) Regularly check in with employee (physically or by telephone) – appropriate to type of work, and;</li> <li>3) Employees check in with Line Manager (or nominee) before starting each new task, and;</li> <li>4) Employee to contact Line Manager (or nominee) immediately in the event of any issues.</li> </ol>  |

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| Approval and Review |              |            |
|---------------------|--------------|------------|
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