

METHOD STATEMENT – TRANSPORT, HANDLING, STORAGE OF PETROL



STEP 1 – ASSESSMENT DETAILS

Method Statement Reference:	CCRM-038	FREQUENCY (TICK AS APPROPRIATE)				
Issue Number	09	Daily	Weekly	Monthly	Quarterly	Yearly
Task:	Safe Transport and use of petrol					
Employee Participation and Inv	Albeiro Betancur					
Date Completed:	5 March 2025	N/A	✓	N/A	N/A	N/A
Re-Assessment Due*:	One year from above date					
Method Statement Completed By:	Health & Safety Manager	Emergency Telephone Number: 999.112				









STEP 2 – PERSONEL REQUIRED (DURING ACTIVITY)

Lone Worker	2 or More Persons	First Aider	Supervisor/Team Leader	Management
✓	✓		✓	

STEP 3 – PROCEDURES TO BE CARRIED OUT (BEFORE STARTING WORK)

Training and Knowledge Company safety induction form	Perform Visual Safety Check of Container	Perform Visual Check of PPE	Perform Visual Check CO2 and Powder Extinguisher	Perform Visual Safety Check of Fastening Devices	Place Warning Signs	Visual Inspection of Decanting attachment	Visual Check Of Spill Kit
✓	✓	✓	✓	✓	✓	✓	✓

STEP 4 – POTENTIAL HAZARDS

Slips, Trips & Falls	Low or High Temperatures	Noise	Vehicles	Explosive	Electric Shock	Fire Risk	Manual Handling
							
✓			✓	✓		✓	✓

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STEP 5 – PRODUCT USAGE

Product	Product Usage week	Product Type	Usage Dilution	Store with other products	Application / Equipment
Petrol	20 Lt	Unloaded	NO	No	YES

STEP 6 – PRODUCT HAZARDS

Explosive	Highly Flammable	No Smoking	Corrosive	Toxic	Dangerous for the Environment	Harmful/Irritant	Serious Longer Term Health Hazards
✓	✓	✓		✓	✓	✓	✓

STEP 7 – PERSONAL PROTECTIVE EQUIPMENT (PPE) to be used

Personal Protective Equipment to be used								
Apron	Face Visor	Goggles	Eye Protection	Ear Defenders	Safety Wellingtons	Safety Boots	Anti-Static Strap	Respirator Face Mask FFP2/FFP3or Surgical Mask
✓		✓						
								OTHER (please state):
Dust Mask	Rubber Gloves	Protective Gloves	Lifejacket	Overall	Hi-Visibility Jacket	Disposable Overshoes	Hard Hat	
	✓	✓		✓	✓			



STEP 8 – METHOD STATEMENT

Summary

Strict adherence to this method statement is critical to the health and safety of both public and all engaged in the work

Any deviation or modification must be first be authorised by management

Petroleum is a dangerous substance; it is an extremely flammable liquid and can give off vapour at room temperature which can easily be ignited, even at low concentrations (e.g. 1.4% mixture with air). If not handled safely it has the potential to cause a serious fire and/or explosion. It presents risks to human health and to the environment.

PETROL CONTAINERS

Petrol is stored only in a container designed for the sole purpose for the storage of petrol. The general principles for the design and manufacture of portable petrol storage containers require that they must:

- Have a nominal capacity:
 - No greater than 10 litres if made of plastic
 - No greater than 20 litres if made of metal
- Have a total capacity between 10% and 15% more than the nominal capacity
 - Be a UN approved container (these will be labelled as UN 1203, this means they will be made of either metal or plastic that is suitable and safe for the purpose and will not significantly degrade due to exposure to petrol or naturally occurring ultraviolet radiation
- Be designed and constructed so that:
 - They are reasonably robust and not liable to break under the normal conditions of use
 - The escape of liquid or vapour is prevented
 - Petrol can be poured safely from them
 - They are not unsteady when placed on a flat surface
- All containers are clearly and correctly labelled so people are aware of their contents and hazards. All containers must be marked or labelled in a legible and indelible form with:
 - The words 'PETROL' and 'EXTREMELY FLAMMABLE'
 - The appropriate hazard warning signs for both Chemical Labelling and Packaging (white diamond with red border) and transport (coloured diamond)



FILLING UP AT THE PETROL STATION

The filling at petrol stations is done one or two 5 litre plastic and/or one 20 litre or two 10 litre metal containers

We follow petrol station safety instructions when filling the petrol tank or portable container. Containers must be placed on the ground when filling. The limit on container size set out to max (20Lt) – as this is the max permitted to be carried in a vehicle and the maximum needed weekly at the site.



TRANSPORTATION OF PETROL

Petrol cans are stowed correctly to avoid spillage, damage, or loss from the vehicle, this are secured in the back compartment to Anchor Bolts rings using a combination of rope and bungee toggle straps.



Our vehicle used to transport petrol carry 1 x 2kg Dry powder fire extinguisher, and spill kit. Extinguisher is visually inspected weekly and annually service by Capital Property Management

The driver of the vehicle has or if new employee should receive general training on

- What to do in an emergency
- How to use the fire extinguisher
- Fire precautions to be taken when carrying or handling petrol

Training may be provided by someone who is competent such as a manager or Health and Safety Co-ordinator.

Internal storage cabinets

It is dangerous to mix storage i.e. energetic substances, oxidizing agents, corrosive materials, halogenated solvents (non-flammable) with flammable liquids. A regular assessment of the contents of the storage cabinets is carried out by site manager weekly and by Area Manager monthly. Inappropriate storage should be removed and relocated to a suitable store.

Guidance:

Storage of petrol, oils and lubricants should be separate from other substances and materials. Petrol and oil vapours can react to other materials to form an explosive mixture and can cause materials to degrade e.g. nylon and polypropylene are degraded by fuel vapour and the damage is not visible.

Storage cabinets must conform to:

- BS EN 14470-1:2004 Part 1; Safety storage cabinets for flammable liquids rated for 30 minutes, or
- A cabinet that meets the nominal construction principles as detailed in HSE Publication L138 ACOP for Dangerous Substances and Explosive Atmospheres,

Cabinets should be clearly labelled with a sign such as:



External storage

Petrol must be stored outside in either:

- A steel, lockable cabinet or chest; or
- An external storeroom that is secure well ventilated and with “No Smoking” -“Highly Flammable” signs

No more than 50 litres of petrol will ever be stored in any single storage at any time

USING PETROL SAFELY

The use of petrol is subject to the Control of Substances Hazardous to Health Regulations COSHH

Training

Chamberlaine employees are trained on the correct safety procedures connected to those tasks which include use of flammable liquids like the use of petrol Jet Wash Operations. Training include but not limited to:

- Dealing with potential emergencies, including the use of firefighting equipment, and spillage procedures
- The use of protective clothing, such as footwear, gloves and goggles, and when to wear them
- The need to know not to smoke, eat or drink when handling petrol
- The need to wash properly with plenty of soap and water after finishing work, or at any time when skin becomes contaminated with petrol
- The correct methods of handling and lifting
- Safety signs, and hazards awareness

General safety precautions

The following general fire precautions are in place and must be followed when using petrol.

- No smoking in the vicinity (within 10m) of petroleum being decanted
- No use of portable electric/electronic equipment in the vicinity of petrol being decanted (e.g. mobile phone)
- Always use/decant petrol in a well ventilated area outside of a building
- Always switch engines off and allow the engine exhausts to cool down before commencing refuelling operations
- Always use a pourer and/or funnel to avoid spills



- Do make sure that the containers cannot easily be knocked over during filling.
- Keep container tightly closed and sealed until ready for use

Basic steps in responding to a petrol spill:

Step 1: Stop the spill. The leak or spill should be stopped – if this can be done safely. Stop decanting, replace screw caps etc.

Step 2: Contain and recover the spill If the spill or leak cannot be stopped, catch the flowing liquid using a container, shovel or whatever is available. Spread sorbent material, sand, or synthetic absorbent pads or dirt from the ground can stop the flow and soak up the petrol on the ground. When petrol is transported, stored or decanted there should always be spillage equipment at hand ready to deal with any leaks or spills. Never wear clothing on which petrol has been spilt – stop work and change into uncontaminated clothing before continuing to work.

Step 3: Collect the contaminated absorbent material Brooms can be used to sweep up the sorbent material and put it into buckets. Remember to control ignition sources. Fresh granular absorbent material such as sand can then be re-spread over the area to control the residual slipperiness.

Step 4: Secure and dispose of the waste. Arrange for safe disposal via through Building Management or Head office



First-aid measures

Eye contact In case of contact, immediately flush eyes with plenty of water for at least 15 minutes. Eyelids should be held away from the eyeball to ensure thorough rinsing. Check for and remove any contact lenses. Get medical attention if irritation occurs.

Skin contact In case of contact, immediately flush skin with plenty of water for at least 15 minutes while removing contaminated clothing and shoes. Drench contaminated clothing with water before removing. This is necessary to avoid the risk of sparks from static electricity that could ignite contaminated clothing. Contaminated clothing is a fire hazard. Contaminated leather, particularly footwear, must be discarded. Wash clothing before re-use. Clean shoes thoroughly before re-use. Get medical attention.

Inhalation Get medical attention immediately. If inhaled, remove to fresh air. If not breathing, if breathing is irregular or if respiratory arrest occurs, provide artificial respiration or oxygen by trained personnel. If exposure to vapour, mists or fumes causes drowsiness, headache, blurred vision or irritation of the eyes, nose or throat, remove immediately to fresh air. Keep patient warm and at rest. If any symptoms persist obtain medical advice.

Ingestion Get medical attention immediately. Do not induce vomiting. Never give anything by mouth to an unconscious person. If unconscious, place in recovery position and get medical attention immediately. Aspiration hazard if swallowed. Can enter lungs and cause damage.

Fire Fighting Measures Follow own building fire action procedures and if attempting to fight a fire, use foam, dry powder or carbon dioxide extinguisher