**A1 Wokingham Wet Waste**

Truckcom

Sign into Truckcom: at the start of your employment you will be given a phone with a login for Truckcom

Video: About Truckcom and vehicle checks

No defects

Defects found

Operation, security or condition – STOP WORKS and Inform the Line Managers

Truckcom will now prompt you to check your daily jobs

Daily jobs: jobs assigned to you MUST be undertaken individually and closed down once completed

Video: Getting to site and Login on site

Sign off job with client and on Truckcom

Confirm works instruction: ensure the work instruction matches what is being asked on site. If in doubt contact the office

Site arrival: once you have logged in on site, report to your onsite contact, making them aware that you are on site

Risk Assessment: now that you understand the task at hand undertake site arrival risk assessment

Briefing: supervisor to brief all operatives

Set up: equipment

Carry out works: Carry out works as per Method statement provided

Wrap up: Tidy up all equipment and leave the site safe and tidy