**A1 Wokingham Car Spares**

Unloading Vehicles in Scrap Yard

Continuously look for pedestrians, forklifts and hazards.

**Ensure**

**all necessary**

**PPE**

**is worn at all times**

Drive to the designated unloading zone

Remove straps from car

Put on PPE before disembarking vehicle

Position vehicle safely with enough space for manoeuvres

Ensure straps are stowed away safely before driving away

Use a forklift to remove vehicle from lorry. Only trained staff may use a forklift. If you are not trained, find someone who is.

Return to office to complete and paperwork