

PFS General Forecourt Duties

Keep your forecourt safe and follow the points for all forecourt tasks

Tasks include:

- Emptying bins
- Replenishing glove/towel holders
- Conducting forecourt checks
- Forecourt cleaning
- Cleaning spillages— see Spillages COP



Only competent persons to carry out forecourt duties

- Where possible plan task for completion during quieter periods and in good lighting conditions
- Ensure all equipment required is at hand before commencing the task.
- If pump where bin is located is in use, wait until vacant and cone off before proceeding.
- Empty bins on a regular basis to prevent overfills/ excessive waste.

PPE: Wear gloves

Follow manual handling principles when removing/carrying bags and be mindful of unexpected contents such as sharps.



Remember— Always stay alert to moving traffic

- Always wear Hi Viz jackets, and relevant PPE for the task
- Always cone off the working area with a MINIMUM of 2 cones

	2019	2020	2021	2022
Colleague				
Trained by				