

# RISK ASSESSMENT AND CONTROL MEASURES

(to be read in conjunction with the cindicated Method Satementes)



Key To Ratings		
L = Likelihood of Occurence 1 Very Unlikely 2 Unlikely 3 Likely 4 Very Likely 5 Certain	S = Severity of Consequence 1 Negligible 2 Minor Injury 3 Injury of 3 Lost Days 4 Major Injury 5 Fatality Highly Probable	R = Risk Rating or Residual Risk 1 to 4 Trivial or Minor Risk 5 to 8 Acceptable Risk 9 to 15 Substantial Risk 16-25 Unacceptable Risk <div style="text-align: right; color: red; font-weight: bold;">Work must not proceed</div>

HAZARD		PERSONS AFFECTED	Before Control			CONTROL MEASURES	After Control		
			R	P	RP		R	P	RP
			1 to 5	1 to 5	R X P		1 to 5	1 to 5	R X P
<b>HR01</b>	<b>RISK</b>	Being struck by a vehicle, in a collision with another vehicle or object				Unless site induction is provided by client, driver is to follow the site speed limits and use only designated routes. Whilst working in an area where vehicles are present wear Hi-visibility clothing. Use extra care /assistance when reversing delivery vehicles. Reverse park vehicles into parking bay unless drive through parking is available.			
<b>Transport/ Vehicle Movement</b>	<b>CAUSE</b>	Not taking care whilst working in the vicinity of vehicles, Speeding, not using designated routes.	3	5	15		1	5	5
	<b>EFFECT</b>	Injury death							

<b>HR02</b>	<b>RISK</b>	Contact with moving parts ie motors, shafts, wheel heads, etc								
<b>Moving Machinery</b>	<b>CAUSE</b>	Unauthorised access to working area unguarded machinery not taking care.	Workforce / others	4	5	20	Before working on equipment clearly delineate no access area. Ensure equipment is fully isolated both locally and if applicable remotely before working on the equipment. Prior to any rotational testing ensure all guards and safety switches are in position and fully operational.	1	4	4
	<b>EFFECT</b>	Injury death								
<b>HR03</b>	<b>RISK</b>	Fire. Falling,	Workforce / others	4	5	20	If obstructed ask client to clear prior to commencement. Be aware at all times.	1	5	5
<b>Restricted Access</b>	<b>CAUSE</b>	Difficult access egress.								
	<b>EFFECT</b>	Injury								
<b>HR04</b>	<b>RISK</b>	Burns and smoke inhalation	Workforce / others	4	5	20	Before working on equipment clearly delineate no access area. Site induction to inform of the site alarms and emergency procedures. All waste materials to be stored correctly then removed from site as soon as possible. Stay within designated work areas. Protect equipment or rusted steelwork to avoid smearing between aluminium and steelwork.	1	5	5
<b>Fire &amp; Explosion</b>	<b>CAUSE</b>	Electrical faults, process failures, build up of waste materials, chemical reactions. Induction/insulation failure.								
	<b>EFFECT</b>	Injury death								

<b>HR05</b>	<b>RISK</b>	Poisoning asphyxiation burns								
<b>Gas &amp; Toxic Atmosphere</b>	<b>CAUSE</b>	Atmosphere contaminated due to lack of ventilation.	Workforce / others	2	5	10	Report any areas suspected of inadequate ventilation. Do not enter.	1	5	5
	<b>EFFECT</b>	Injury or death								
<b>HR06</b>	<b>RISK</b>	Contaminates irritation, burns, poisoning, fume inhalation.								
<b>Hazardous Substances</b>	<b>CAUSE</b>	Contact with chemicals, unauthorised use of chemicals, incorrect use of chemicals or their containers, ignoring warning signs or instruction, incorrect or lack of use of PPE	Work force others	4	5	20	Read COSHH information and assessments. Report all leaks and spills mark area, do not carry on working until leak or spill has been dealt with. Stay to designated work areas. Only use chemicals or their containers for their designed purpose. Pay attention to all warning signs and instruction. Use appropriate PPE as listed on the COSHH assessment.	1	5	5
	<b>EFFECT</b>	Injury death								

<b>HR07</b>	<b>RISK</b>	Burns, illness, eye damage								
<b>Galvarfroid Paint &amp; Spray</b>	<b>CAUSE</b>	May release flammable gas if mixed with water. Inhalation , ingestion , eye contact.	Workforce /others	4	5	20	Read COSHH information and assessments. Use as directed in well ventilated areas. Avoid sources of ignition do not smoke or use naked flames. In case of fire use CO2 /Halogen never use water. Avoid contact with skin /eyes .	1	5	5
	<b>EFFECT</b>	Injury, eye damage, death								
<b>HR08</b>	<b>RISK</b>	Electrocution								
<b>Electricity (Portable tools)</b>	<b>CAUSE</b>	Contact with live conductors	Workforce / others	4	5	20	If possible use battery operated equipment. On site only 110v tools to be used. Ensure equipment has been P.A.T. and certified. Inspect all equipment before use and never use damaged equipment. Report all faults or damage and remove equipment from use. Minimum P.A.T. inspection period for commercial sites is six months.	1	4	4
	<b>EFFECT</b>	injury or death								
<b>HR08A</b>	<b>RISK</b>	Electrocution								
<b>Electricity (MCC Panels, DBs, Final sub circuits, Instrument Panels)</b>	<b>CAUSE</b>	Contact with live parts and conductors	Workforce / others	4	5	20	Before working on equipment clearly delineate no access area. Only competent and appropriately qualified persons are allowed to work on electrical equipment. Test for power before commencement of work with known working and certified tester. Precautions to be taken to ensure unauthorised persons can not gain access to live parts. <b>NO LIVE TESTING</b>	1	5	5
	<b>EFFECT</b>	major injury or death								

<b>HR08B</b>	<b>RISK</b>	Electrocution	Workforce / others	4	5	20	Before working on equipment clearly delineate no access area. Obtain clients permission to carry out electrical isolations. Authorised personnel only to carry out tests. Certified test equipment to be used. Test probes and leads should comply with HSE guidance note GS 38. Precautions taken to prevent unauthorised personnel making contact with live parts. Exposed live parts to be made safe immediately after testing. Safe working procedures to be followed at all times. <b>NO LIVE TESTING</b>	1	5	5
Electricity inspection and testing P.A.T. Inspection	<b>CAUSE</b>	Contact with live parts and conductors,								
	<b>EFFECT</b>	Injury								
<b>HR08C</b>	<b>RISK</b>	Electrocution Tripping	Workforce	2	5	10	All construction site supplies intended to be used for portable power tools are to be at a 110v fed from a centre tapped to earth transformer i.e. 55v each leg. Installation to be tested for compliance with construction site installation BS7671. Testing and supply of portable tools to take place at three monthly intervals. Route tempory power cables in a safe manner, kep off walkways, stairs, etc.	1	3	3
Electricity construction site Schools under CDM regulations	<b>CAUSE</b>	Contact with live conductors. Inadequate protective device disconnection times. Incorrect voltage. Trailing leads								
	<b>EFFECT</b>	Major injury Death								
<b>HR09</b>	<b>RISK</b>	Cuts Abrasions	Workforce / others	3	4	12	Before working on equipment clearly delineate no access area. Correct PPE to be worn when carrying out cutting, drilling. Use only equipment suitable for the task in hand. Check equipment is fit for use prior to commencing work. Smooth all burred edges.	1	4	4
Sharp Edges (Drilling, Cutting)	<b>CAUSE</b>	Moving machinery sharp edges airborne particles								
	<b>EFFECT</b>	Major injury								

<b>HR09A</b>	<b>RISK</b>	Cuts Abrasions Infections	Workforce / others	3	4	12	Use correct PPE ie Gloves when handling sheet metal containment ie conduit /overplating. Protect unguarded edges. File/smooth rough edges. Clean up of loose materials and dispose of . Ensure good personal hygiene wash hands before eating . Keep cuts/ abrasions covered. Wear eye protection when drilling metal.	1	4	4
Sharp Edges . Cutting Fluids , Paints	<b>CAUSE</b>	Sharp edges /cutting fluids /paints								
	<b>EFFECT</b>	Injury Illness								
<b>HR09B</b>	<b>RISK</b>	Cuts Abrasions	Workforce / others	3	4	12	Use correct PPE ie Kevlar Gloves when handling glaze damaged refractory furniture.Wear eyeprotection /gloves if cleaning refractory furniture or similar. Clean up loose materials and dispose..	1	4	4
Sharp Edges. Refractory Furniture / Glaze Splashes	<b>CAUSE</b>	Sharp edges /Glaze splashes /Broken refractory furniture								
	<b>EFFECT</b>	Injury Illness								
<b>HR10</b>	<b>RISK</b>	Being struck by falling objects	Workforce / others	4	5	20	All craneage will be subcontracted to qualified and competent operators whose Risk Assesments and Detailed Works Instructions will be evaluated on a task specific basis.	1	5	5
Cranes - Lifting Equipment	<b>CAUSE</b>	Incorrectly slung, poorly secured loads								
	<b>EFFECT</b>	Major injury .death								

<b>HR11</b>	<b>RISK</b>	Crushing, Trapping, electrocution								
<b>Lifting Operations (Hi-ab Lorry)</b>	<b>CAUSE</b>	Improper Use Hi-ab crane, loads incorrectly slung, not paying due care and attention, incorrect positioning of lorry	Workforce / others	4	5	20	All craneage will be subcontracted to qualified and competent operators whose Risk Assesments and Detailed Works Instructions will be evaluated on a task specific basis.	1	5	5
	<b>EFFECT</b>	Major Injury Death								
<b>HR11A</b>	<b>RISK</b>	Crushing, Trapping.								
<b>Lifting Operations (Low trailer off loading and Manual Pallett Truck operation)</b>	<b>CAUSE</b>	Improper Use. Loads incorrectly lifted, not paying due care and attention, incorrect positioning of trailer.	Workforce / others	4	5	20	Only trained and authorised personnel to use equipment. Trailer hand winch to be certified annually. Pallett truck operator and guders to remain uphill of load at all times. When load lifted minimum height to maintain ground clearance to be used. Do not operate on uneven surfaces. Keep body and limbs clear between fixed objects and load (ie door frames). Do not use home made ramps. Correct PPE to be worn at all times.	1	5	5
	<b>EFFECT</b>	Major Injury Death								
<b>HR12</b>	<b>RISK</b>	Strains, sprains, crushing, trapping								
<b>Manual Handling</b>	<b>CAUSE</b>	Using incorrect handling and lifting techniques. Materials and equipment being too heavy to handle. Restricted working areas and entrances	Workforce	4	3	12	Use mechanical aids. Use correct handling and lifting techniques. Do not struggle get assistance. Wear correct PPE. Plan route and work place to avoid narrow or confined areas.	2	3	6

EFFECT	Muscular and skeletal injuries							
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<b>HR13</b>	<b>RISK</b>	Tripping over objects, slipping on wet or icy surfaces falling down holes stairs	Workforce / others	3	4	12	Clear away obstacles and waste, keep site tidy and walkways clear, report spillages and flooded areas that may cause a slipping risk, maintain contact with hand rails whilst using stairs and steps, be alert whilst moving around premises.	1	4	4
Slips, trips and falls	<b>CAUSE</b>	Not being aware of your surroundings. Poor housekeeping. Inclement weather conditions.								
	<b>EFFECT</b>	Minor and major injuries								
<b>HR14</b>	<b>RISK</b>	Falling from height. Electricity	Workforce / others	4	5	20	Refer to MS0_49 correct use of stepladders and ladders. When using ladders ensure they are footed and tied and that three points of contact are maintained by the operative at all times.	1	5	5
Working at height stepladders	<b>CAUSE</b>	Not following the correct procedures, not using the correct safety equipment. Contact with overhead power								
	<b>EFFECT</b>	Major injury death								

<b>HR15</b>	<b>RISK</b>	Hearing damage								
<b>Noise</b>	<b>CAUSE</b>	Excessive background or machinery noise and excessive noise from tools	Workforce / others	3	4	12	Follow mandatory warning notices. Isolate noise source if possible. Use power tools with an acceptable noise level. As a last resort use correctly designed hearing protection.	1	4	4
	<b>EFFECT</b>	Injury deafness								
<b>HR16</b>	<b>RISK</b>	Slips and trips								
<b>Weather</b>	<b>CAUSE</b>	Bad weather conditions i.e. Frost, snow, high winds. Poor visibility	Workforce	3	3	9	Stop work in adverse weather conditions.	1	3	3
	<b>EFFECT</b>	Injury								
<b>HR17</b>	<b>RISK</b>	Breathing difficulties, eye irritation								
<b>Dusts</b>	<b>CAUSE</b>	Disturbing dust. Work related dust creation	Workforce / others	3	3	9	If dust in the work area is excessive, then the dust must be removed prior to commencement of work. Use drilling machines with dust extraction and/or dust cups where possible. Stay clear of dusty environments. Use appropriate PPE as required. For Silica Bearing Dust mist spray all dust bearing surfaces before disturbing and clean with disposable rag. Use correct PPE. Vacuum dust with cleaner with HEPA Filter.	1	3	3
	<b>EFFECT</b>	Injury illness								

<b>HR18</b>	<b>RISK</b>	Contraction of diseases i.e. Weils disease	Workforce	2	4	8	Maintain a high standard of personnel hygiene. Eat and drink only in designated areas. Cover all cuts or abrasions with a waterproof dressing. Avoid areas where there are signs of rat presence. Wash hands before eating, drinking or smoking.	1	4	4
Vermin	<b>CAUSE</b>	Contact with rats urine								
	<b>EFFECT</b>	Illness								
<b>HR19</b>	<b>RISK</b>	Eye injuries cuts, abrasions and puncture wounds	Workforce / others	4	5	20	Correctly trained and certificated persons only allowed to change disks. Guards to be in place and well maintained. Only persons trained in the use of the machine allowed to use it. Protective goggles and gloves are to be used as a minimum, face and dust protection may also be required. work area to be barriered off and access restricted to authorised personnel only.	1	5	5
Abrasive discs	<b>CAUSE</b>	Incorrectly fitted disks, incorrect disk for the machine or material, poorly guarded or maintained machine								
	<b>RISK EFFECT</b>	Blindness, injury, death								
<b>HR20</b>	<b>RISK</b>	Presence of asbestos	Workforce / others	4	4	16	<b>STOP WORK IMMEDIATELY.</b> Restore to original status provided no further disturbance to asbestos. Have asbestos removed. Isolate asbestos from contact. Notify Site Manager/Head Teacher/Client of findings. If suspect ACM board follow suspect ACM procedure.	1	4	4
Asbestos	<b>CAUSE</b>	Contact with Asbestos inhaling dust								
	<b>EFFECT</b>	Major illness								
<b>HR21</b>	<b>RISK</b>	Injury by others	Workforce	4	4	16	Liaise with other contractors prior to commencement of work. Do not work directly below or above others. Erect signage to warn others. Be aware of other persons in your vicinity. Wear appropriate PPE	1	4	4
Other contractors	<b>CAUSE</b>	Working too close to other contractors without any liaison or planning								
	<b>EFFECT</b>	Major injury								

<b>HR22</b>	<b>RISK</b>	Injury to others and self								
<b>Site personnel</b>	<b>CAUSE</b>	Individual site staff not suited to the tasks, working long hours, lack of suitable supervision, lack of adequate training, lack of information or instruction, poor / unsafe behaviour and unsafe systems	Workforce / others	4	5	20	All site personnel to be adequately trained or have relevant experience for the tasks to be carried out. Reduce and maintain the site working hours and travelling time to an acceptable level. Provide all necessary instruction and training. Provide adequate supervision to ensure unsafe systems are not being adopted and that unsafe or poor behaviour is not being displayed. All personnel to undergo a site safety induction and regular tool box talks/safety briefings as a minimum.	1	4	4
	<b>EFFECT</b>	Major injury death								
<b>HR23</b>	<b>RISK</b>	Possibility of accident or illness occurring and immediate treatment or rescue being delayed .								
<b>Solitary Working</b>	<b>CAUSE</b>	Company personnel being unaware that solitary working is taking place unable to contact solitary worker. Solitary worker carrying out tasked that are too difficult.	Workforce	2	4	8	Limit lone working wherever possible. Observe Access and Egress Procedures. Lone working procdures must be in place prior to work commencing. Lone working procedures must be followed stringently. Only do the work you are capable of doing on your own .If in possible danger do not work and speak to supervisor asap.Know the safety alarms in operation and make yourself aware of the easiest access out of the building . Leave immediately when an alarm sounds.	1	4	4
	<b>EFFECT</b>	Major injury death								

<b>HR24</b>	<b>RISK</b>	Contaminates	Environment	1	3	3	All waste materials to be segregated to enable re-use or recycling. Waste that leaves site must go by a licensed waste carrier and duty of care certification must be provided.	1	2	2
Site waste	<b>CAUSE</b>	Incorrect disposal of waste								
	<b>EFFECT</b>	Damage								
<b>HR25</b>	<b>RISK</b>	Long term injury	Workforce	4	4	16	Carry out vibration assessment for tasks to be carried out. Use correct tool for the task. Ensure tools are in good condition. Wear suitable PPE. Restrict length of usage time to acceptable levels. Share work time between personnel.	2	4	8
Vibration	<b>CAUSE</b>	Working too long with vibrating equipment, poorly maintained equipment, incorrect tool for the task								
	<b>EFFECT</b>	Long term injury (i.e. white finger)								
<b>HR26</b>	<b>RISK</b>	Contact with tools	Workforce	3	4	12	Ensure operative has correct training. Use correct tool for the task. Ensure tools are in good condition. Use tools in best position i.e. Comfortable before starting work. Change consumable parts regularly to maintain optimum performance. Ensure personnel are comfortable with tools to be used.	1	3	3
Hand tools	<b>CAUSE</b>	Failure or misuse of tools								
	<b>EFFECT</b>	Minor major injuries								

<b>HR27</b>	<b>CAUSE RISK</b>	Cut wounds	Workforce others	3	4	12	Where practice use purpose made stripping tool, usually for smaller diameter soft sheath cables. Use blade lock knife for larger diameter hard sheath cables. Keep clear of other personnel when using knife. Use correct PPE, ensure blade is sharp, use knife correctly i.e. strip away from yourself, close blade and store knife safely when not in use.	2	2	4
Knife blades	<b>CAUSE</b>	Using tool incorrectly								
	<b>EFFECT</b>	Major injury								
<b>HR28</b>	<b>RISK</b>	Working within enclosures containing electrical equipment	Workforce others	3	4	12	Appropriate gloves should be worn for the task being undertaken. Fingerless gloves may be used when terminating within the confines of electrical enclosures, also general terminating of electrical site based equipment. Kevlar Gloves when handling Glaze damaged refractory furniture. Full finger gloves are to be used for all other general site work	1	4	4
Gloves	<b>CAUSE</b>	Using wrong gloves for fine dextrous working. Danger of glove wrapping around tool causing loss of control								
	<b>EFFECT</b>	Major injury								
<b>HR29</b>	<b>RISK</b>	Injury to others and Staff	Workforce others	4	5	20	Before working on equipment clearly delineate no access area. Ensure work area secure and barred off if required. Tools and materials to be removed immediately when work completed. Vehicles to be kept locked and keys removed whilst on site. Be aware at all times of unpredictability of childrens actions whilst on site.	1	4	4
Children	<b>CAUSE</b>	Lack of suitable supervision, Experience. Being unaware of potential risks.								
	<b>EFFECT</b>	Major injury. Death								