

Risk Assessment Information

Risk Assessment Examples

The following document is an example of a risk assessment carried out for a specific task.

Please now carefully examine the risk assessment and ensure that you add any further significant hazards associated with the task you are carrying out; these hazards must then be controlled and risk ranked to ensure that the risks of injury and ill health are reduced to a tolerable level.

Please remove any hazards and control procedures that do not apply to your task. Remember, you will be expected to implement all control procedures listed in your risk assessment.

This document should then be used in conjunction with the associated method statement to provide a comprehensive set of safety documentation for the task you are carrying out.

Please read the document RA\_training\_183.pdf supplied with this risk assessment or go to [www.hsdirect.co.uk/free-info/risk-assessment.html](http://www.hsdirect.co.uk/free-info/risk-assessment.html) for the web version. This document will give you comprehensive information on how to complete a risk assessment including risk ranking.

If you are still unsure and/or you are dealing with tasks of a very hazardous nature, we advise that you seek further professional advice.

The Logo, Task Description, Location, Date of Review, Company Address, etc are in the document header.

To change these details, simply double click over the top of the logo which will open the header and footer for editing.

The last page of this document should be used to fill in any other hazards and control procedures that become apparent on site.

**Disclaimer**

**All information and advice is given in good faith. We cannot accept any responsibility for your subsequent acts or omissions. If you have any doubts, queries or concerns, you should refer to the relevant regulations and take further professional advice.**

**Please delete all red text prior to use.**

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| **Assessors Name** | **Assessors Signature** | **Persons Affected By This Risk Assessment** |
|  |  | staff, client staff, other contractors, members of the public delete as required |

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| **Hazard / Consequences** | **Control Procedures** | **Likelihood (a)** | **Severity (b)** | **Risk Ranking (= a x b)** |
| Noise | Always use hearing protection when using power tools. | 2 | 3 | 6 |

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| **Hazard / Consequences** | **Control Procedures** | **Likelihood (a)** | **Severity (b)** | **Risk Ranking (= a x b)** |
| Manual Handling | Ensure that the route to be taken while lifting is clear of any obstructions.  Staff will not lift beyond their capabilities, and will seek help for any load they consider too heavy or hazardous to lift.  All site staff have received instruction and training in house for manual handling.  Staff must assess each manual handling situation and use mechanical aids for lifting where appropriate.  Staff must ensure the suitability of any mechanical lifting aid prior to its use. | 2 | 3 | 6 |

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| **Hazard / Consequences** | **Control Procedures** | **Likelihood (a)** | **Severity (b)** | **Risk Ranking (= a x b)** |
| Vibration | Ensure that all equipment used is of a low vibration specification and is checked before use.  Minimise the time workers are exposed to vibration by job rotation, i.e. workers will be given rest periods or other tasks to perform.  Provide health surveillance where the task is the operatives main type of work.  Ensure the correct grade of grindstone is selected for the material being fettled. | 1 | 4 | 4 |

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| **Hazard / Consequences** | **Control Procedures** | **Likelihood (a)** | **Severity (b)** | **Risk Ranking (= a x b)** |
| Flying debris | Full face visor must be worn to prevent injury to eyes and face.  Suitable guarding to be positioned to contain flying debris where others may be affected. | 1 | 4 | 4 |

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| **Hazard / Consequences** | **Control Procedures** | **Likelihood (a)** | **Severity (b)** | **Risk Ranking (= a x b)** |
| Friction/abrasion | Ensure guards are used when operating with abrasives.  All wheels/discs to be inspected prior to use/mounting.  Checks to be made to ensure the correct disc has been selected, ensure that the spindle speed exceeds the rated speed of the disc.  Operators shall not apply excessive pressure to the disc during the cutting operation and shall ensure that the correct speed is used for the disc. | 1 | 4 | 4 |

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| **Hazard / Consequences** | **Control Procedures** | **Likelihood (a)** | **Severity (b)** | **Risk Ranking (= a x b)** |
| Hand tools | Operatives must be deemed competent to use relevant hand tools.  All hand tools should be in good condition and must be inspected prior to use.  Ensure all tools to be used are in good condition i.e. no loose or damaged parts. | 2 | 3 | 6 |

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| **Hazard / Consequences** | **Control Procedures** | **Likelihood (a)** | **Severity (b)** | **Risk Ranking (= a x b)** |
| Power tools | All power tools and machinery must comply with the Provision and Use of Work Equipment Regulations 1998.  Only trained and experienced operatives are allowed to use Power tools, inexperienced or young workers are kept under strict supervision whilst using power tools.  A visual inspection must be carried out prior to use, any defects must be reported and the equipment withdrawn from service for repair or replacement.  When using grinders the operative must ensure that the flash guard is fixed in the correct position.  Company power tools are PAT tested every 6 months. | 2 | 4 | 8 |

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| **Hazard / Consequences** | **Control Procedures** | **Likelihood (a)** | **Severity (b)** | **Risk Ranking (= a x b)** |
| Slips, trips and falls | Staff will ensure that good standards of housekeeping are maintained at all times, cables and other equipment will be managed so as not to cause a trip hazard.  Ensure walkways and Emergency Escape routes are kept clear of obstruction at all times.  Personnel will wear safety boots with non-slip soles at all times.  All areas around the machine and work area will be frequently swept and material placed within the recycling system. | 2 | 3 | 6 |

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| **Hazard / Consequences** | **Control Procedures** | **Likelihood (a)** | **Severity (b)** | **Risk Ranking (= a x b)** |
| Ventilation | Ensure the extraction system is on before start of works.  Clear extraction ducting regularly to maintain maximum performance. | 1 | 4 | 4 |

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| **Hazard / Consequences** | **Control Procedures** | | | **Likelihood (a)** | **Severity (b)** | | **Risk Ranking (= a x b)** |
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|  | |  |  | | |  | |
| Safety Glasses | | Face Mask | Safety Gloves | | | Hi-Vis | |
|  | |  |  | | |  | |
|  | |  |  | | |  | |
| Hearing Protection | | Safety Footwear | Overalls | | | Hard Hat | |
|  | |  |  | | |  | |
|  | |  |  | | |  | |
| Harness | |  |  | | |  | |
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|  | **Likelihood** |  | **Severity** |  | **Priority** |
| 1 | Highly Unlikely | 1 | Trivial | 1 | Urgent Action – (Risk no 15 – 25) |
| 2 | Unlikely | 2 | Minor Injury | 2 | High Priority – (Risk no 10 – 12) |
| 3 | Possible | 3 | Over 3 day Injury | 3 | Medium Priority – (Risk no 5 – 9) |
| 4 | Probable | 4 | Major Injury | 4 | Low Priority – (Risk no 2 – 4) |
| 5 | Certain | 5 | Incapacity or Death | 5 | Very Low Priority– No Action required (Risk no 1) |

**Further Information**

The example document provided by HS Direct Ltd is supplied as a guide to enable you to complete your risk assessment.

We strongly recommend that you thoroughly read, edit and change your document. Control procedures within the document make reference to the appropriate method statement, and also COSHH assessments. All editing should be made by a competent person. If you are not competent to carry out this task you should seek training or professional assistance to enable you to carry out a suitable and sufficient assessment.

A method statement should be completed for each of the risk assessments you have, enabling you to provide employees with a written safe system of work.

All chemicals used must have a corresponding COSHH assessment.

If your organisation has 5 or more employees, that includes all staff, not just site workers, then you also require by law a written health and safety policy.

HS Direct Ltd take great pride in providing help and assistance with all health and safety related paperwork for over 6000 clients throughout the UK using our Safety First Package.

To get further information on the entire range of products and services we can assist you with, please do not hesitate to call us on 0114 2444461. Our offices are open 8am – 9pm Monday to Friday and 9am - 5 pm at weekends.