



**COMPANY NAME :** BEAVER FLOORCARE LTD  
**CLIENT :** INTERFACE  
**SITES :** JHS - HARRIS ACADEMY - BECKENHAM  
**ACTIVITY :** CARPET CLEANING - ADHESIVE REMOVAL

**DATE OF RISK ASSESSMENT :** 19th October 2017  
**AUTHOR :** D CAMPTON

Key to Assessment	<b>LOW</b> <b>Minor Impact</b> Damage quickly repaired	<b>MEDIUM</b> <b>Moderate Impact</b> Partial Loss of Operations	<b>HIGH</b> <b>Disaster</b> Very Serious Consequences
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HAZARD	PERSONS/PROPERTY AT RISK	CONTROLLED RISK	SUMMARY OF PROTECTIVE & PREVENTIVE MEASURES
<b>Slips , Trips and Falls during cleaning activities</b>  ( No heights or ladder work undertaken )	Beaver Personnel Site Personnel	<b>LOW</b>	<ul style="list-style-type: none"> <li>• Work carried out after office hours</li> <li>• Extensive Staff Training in cleaning techniques</li> <li>• Training in Site Housekeeping</li> <li>• Need for working in manageable areas</li> <li>• A voidance of trailing cables etc</li> <li>• Use of Hazard Warning Signage at all times</li> <li>• Areas cordoned off as necessary</li> <li>• Spill procedures established</li> <li>• Use of Dry Carpet Cleaning System - minimises inconvenience &amp; safety risks</li> </ul>
<b>Use of Cleaning Chemicals</b>  - Skin problems - eye contamination - inhalation of chemical vapours	Beaver Personnel Site Personnel	<b>LOW</b>	<ul style="list-style-type: none"> <li>• Training provided in chemical use, incl.dilution rates</li> <li>• Use of non-hazardous chemicals whenever possible</li> <li>• Dispenser pumps , gloves used to prevent skin contact</li> <li>• Staff issued with PPE - masks, glasses, gloves etc</li> <li>• Eye Wash in First Aid Kits carried in company vans</li> <li>• Ensure adequate ventilation</li> </ul>



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HAZARD	PERSONS/PROPERTY AT RISK	CONTROLLED RISK	SUMMARY OF PROTECTIVE & PREVENTIVE MEASURES
<b>Musculoskeletal Disorders</b> - Transporting cleaning equipment - Moving furniture at site - Using cleaning equipment - Working awkwardly e.g. on knees	Beaver Personnel	<b>LOW</b>	<ul style="list-style-type: none"> <li>• Training in Manual Handling to ensure correct lifting of cleaning equipment, furniture etc.</li> <li>• Heavy loads to be avoided if cannot be lifted safely</li> <li>• Training in correct use of cleaning machinery -e.g height e adjustment of rotary machines to ensure no torque</li> <li>• Regular checks to machines including vibration etc</li> <li>• Try to avoid awkward working , if not , ensure adequate rest periods. Knee pads provided.</li> <li>• Safety shoes worn by staff to prevent foot damage.</li> </ul>
<b>Electrical Hazards</b> - shocks - compromising equipment	Beaver Personnel Client Premises	<b>LOW</b>	<ul style="list-style-type: none"> <li>• Machinery used with circuit breakers to prevent electrocution and shocks</li> <li>• Regular PAT Testing &amp; checks in accordance with Provision &amp; Use of Equipment at Work Regs. 1998</li> <li>• Awareness of electrical supply sources in relation to works</li> </ul>