

USSL Risk Assessment

Risk Assessment No		77		Activity		Workplace Environment		Locations		Office / Site / Yard / Garage / Workshop		
Assessment Undertaken by		M. Watson		Assessment Date		Jun-17		Review Date		1/6/18		
Risk Ratings												
Persons at risk (PAR)		Severity / Harm Rating (S)				Likelihood (L)						
E	Employees / Contractors	1	Negligible injury or no injury				1	Extremely unlikely to occur at any time				
P	Members of Public	2	Minor injury requiring First Aid				2	A rare combination of factors would be required for an incident to occur				
V	Visitors	3	Lost time injury				3	Could happen, but considered unlikely under normal circumstances				
C	Clients	4	Single serious injury or single death				4	Not certain, but an additional factor may result in an incident				
		5	Multiple deaths and or serious injuries				5	Almost inevitable that an incident will result - Highly likely to occur				
Tolerance rating												
15 - 25		DANGER - Task/activity should not proceed. Further control measures are to be put in place to reduce risk. When in place the level of risk should be re-assessed for adequacy before the work recommences.										
7 - 14		SIGNIFICANT RISK is attached to this task/activity. Look critically at ways of reducing the level of risk to a more tolerable level by improving existing control measures or by introducing new controls.										
1 - 6		TOLERABLE RISK - Consider if risk is "as low as reasonably practicable", If not try to reduce risk further by improving control measures. Keep under review and continue with task/activity, but with caution										
NB. Full PPE will be utilised as a matter of course during any works undertaken												
Initial Assessment No controls						Risk Mitigation Measures						
Item No	Hazard Identification	PAR	S	L	Score	Control Measures	S	L	Revised Score	Risk Acceptable		
1	Inadequate ventilation	E, V, P, C	3	3	9	Mechanical ventilation equipment regularly cleaned and maintained by an approved contractor. Enclosed workplaces must be properly ventilated by fresh or purified air. Air inlets sited to prevent excessively contaminated air being drawn into the workplace Air inlets, where necessary, fitted with effective filters to remove known particulate contamination.	3	2	6	Yes		
2	Damaged glass surfaces	E, V, P, C	3	3	9	Defective glazing must be immediately replaced. Where defective glazing cannot be immediately replaced, it must be temporary made safe by removal, netting, or physical barrier.	3	1	3	Yes		
3	Doors and Gates	E, V, P, C	3	4	12	Doors and gates are suitably constructed for their intended use. Doors and gates which swing in both directions have suitable transparent vision panels. Self-closing mechanisms fitted to doors are kept adjusted so that they close at a reasonable rate. Windows are designed and constructed so that they can be opened safely and do not project onto walkways. Windows are fitted with restrictor devices where there is a hazard of falling through the opening.	4	1	4	Yes		
4	Inadequate Lighting	E, V, P, C	3	4	12	Lighting sufficient to allow people to work, use facilities and move around safely. Light switches are positioned so they can be operated without risk. Lighting replaced, repaired or cleaned as necessary. Light fittings are replaced immediately they become dangerous. Light fittings selected and positioned so they do not cause a hazard (electrical, radiation, fire, collision). Light fittings positioned to avoid dazzling or glare. Workstations, where possible, are positioned to take advantage of natural light.	3	2	6	Yes		
5	Uneven Surfaces Slips trips and falls	E, V, P, C	4	5	20	Internal and external pedestrian routes provided with level surface free from tripping hazards. Internal floor tiles are provided with a nonslip finish. Pedestrian routes free from unexpected changes in level. Where unexpected changes in level cannot be avoided, they are clearly highlighted. Pedestrian routes are kept clean. Pedestrian routes are not excessively polished. Pedestrian routes are kept in a good state of repair and frequently checked for defects. Defects in pedestrian routes are cordoned off/ guarded as necessary until repaired. Pedestrian routes are well lit. Pedestrian routes are free from obstructions, e.g. services, bins, etc. Temporary obstructions on pedestrian routes are highlighted or cordoned off until removed. Permanent obstructions are clearly highlighted. Pedestrian routes must be treated with grit/sand in icy conditions. A procedure is in place for early identification, isolation and removal of spillages.	1	4	4	Yes		
6	Water Discharge	E, V, P, C	3	4	12	Effective drainage is provided to prevent water discharging onto floor surfaces. Any equipment/process which discharges or leaks liquid onto the ground is suitably enclosed, e.g. bunding. Equipment is adequately maintained so as to prevent liquid discharge	3	2	6	Yes		
7	Welfare Facilities	E, V, P, C	3	4	12	Suitable and sufficient w.c.'s are provided for employees/ contractors. Suitable and sufficient washing facilities are provided near any w.c. Hot water at washing facilities must not be likely to cause scalding (45-50o C) Where water is likely to scald, warning signage must be provided. Shower facilities are provided where work is strenuous/dirty or causes contamination of skin. Separate accommodation is provided for clothing not worn during the day and for work clothing.	4	1	4	Yes		
8	Workstations	E, V, P, C	3	3	9	Work areas have sufficient floor area, height and unoccupied space. Suitable seating is provided at all workstations where work can be safely undertaken whilst seated. Workstations are arranged so that each task can be undertaken safely and comfortably	3	2	6	Yes		
9	Temperature	E, V, P, C	3	4	12	During recognised working hours, commonly used indoor work areas maintained at a reasonable working temperature. Where indoor work areas cannot be maintained at a reasonable working temperature, portable heating and/or PPE provided. Employees working in cold areas are only exposed to uncomfortable temperatures for a limited time, e.g. task rotation.	3	2	6	Yes		