



Task Specific Risk Assessment

Order Number: 79618

Client: Horizon Group Ltd

Location: Unit 15b,
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Introduction

Regulation 3 of the Management of Health and Safety at Work Regulations 1999 requires every employer to carry out an assessment of the risks to employees and to others who may be affected by their undertaking.

An assessment:

- Identifies the hazards to which employees and others that may be exposed or affected
- Establishes the likelihood of harm from the hazards being realised i.e. the risk.
- Evaluates the EXTENT of the risks (taking into account the existing control measures or precautions)

Risk assessment, therefore, reflects the likelihood that harm will occur and its severity. The purpose of the assessment is to help the employer determine the measures needed to comply with their duties under relevant statutory provisions.

Definitions

Hazard - the potential of something to cause harm

Risk - the probability of that harm actually occurring (the exposure)

The following risk assessment matrix is used to categorise the likelihood of harm and the potential severity of the harm. The risk level determines which risks should be prioritised as follows:

<i>Calculation: Risk (R) = (L) x (S)</i>	SEVERITY OF INJURY (S)			
LIKELIHOOD OF HARM (L)	Minor (1)	Serious (2)	Major (3)	
Unlikely (1)	1	2	3	L
Possible (2)	2	4	6	M
Likely (3)	3	6	9	H

Period for Reassessment

Regulation 3 of the Management of Health and Safety at Work Regulations 1999 requires the assessment to be reviewed if:

- a) there is reason to suspect it is no longer valid;
- b) there has been a significant change.

It is recommended that, in order to comply with legislation, the assessment be reviewed at least annually or more often should the work change or the validity of the assessment becomes suspect.

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RISK ASSESSMENT MAT001

Description of Task	Asbestos containing material
Site	On Site
Location	Various Sites

Significant Risks (H = High, M = Medium, L = Low)	H	M	L	Persons at Risk
	Inhalation of asbestos fibres	X		
				Employees
				Contractors
				Visitors
				Members of the Public

Control Measures
<p>Always ask clients if asbestos or asbestos containing materials (ACMs) may be encountered. Ensure that the Asbestos survey for the site is available and consulted before work commences. It is essential that before any work takes place an analysis by an approved laboratory to establish the asbestos content is performed. Samples are only to be taken by trained and competent persons. The HSE must be informed 14 days before the commencement of major work. All work involving asbestos will be carried out by a licensed contractor who will supply a written method statement which is reviewed before the work commences. Access to the work area will be strictly controlled, with the area sealed off. Asbestos products removed will be double bagged or placed in sealed containers for disposal at a licensed site. Supportive documentation to be issued to identify disposal.</p>

Information, Instruction and Training
<p>Contractors carrying out asbestos removal must provide a copy of their licence and proof of the competence and training of their employees All operatives working with asbestos shall be conversant with the hazards associated with removal techniques, use of PPE and hygiene requirements</p>

Personal Protective Equipment
<p>The following personal protective equipment must be worn:</p> <div style="display: flex; justify-content: space-around; align-items: center;">      </div>

Remaining Level of Risk
<p>With the above control measures in place, the overall risk rating is: Medium</p> <p><i>(Low is where the risk is reduced as far as is reasonably practicable, where this is not achieved additional control measures may be required and should be documented below)</i></p>

Additional Control Measures Required	To be completed by	Completion Date
None required at this time		

I confirm that residual risks are acceptable and controls listed above have been implemented in full.

Name	Signature	Job Title	Date

The risk assessment should be reviewed regularly to take account of changes in working practices, equipment, staff etc. The assessment should also be reviewed if there are any significant changes or any reason to believe that it may be invalid.

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RISK ASSESSMENT MAT004

Description of Task	Disposal of waste materials
Site	On Site
Location	Various Sites

Significant Risks (H = High, M = Medium, L = Low)	H	M	L	Persons at Risk
Building and demolition waste		X		Employees
Asbestos and asbestos containing materials	X			Contractors
Flammable materials	X			Visitors
Substances hazardous by ingestion	X			Members of the Public
Lead and lead compounds	X			
Organic halogen compounds	X			
Acids and alkalis		X		
Inorganic metallic and non-metallic compounds		X		
Reactions (eg explosion from mixing waste or substances)		X		

Control Measures
<p>Construction Health & Safety Plan to include waste disposal procedures for items of controlled waste which are foreseeable during the project.</p> <p>Skips and containers to be clearly marked indicating restrictions on disposal of particular kinds of waste.</p> <p>Waste materials to be collected at regular periods to prevent fire hazards from combustible waste.</p> <p>Wastes including asbestos and lead compounds to be removed by specialist contractors.</p> <p>All flammable waste to be stored separately away from construction activities and buildings.</p> <p>Liquid waste (eg paints, brick acid) must not be disposed of through drainage systems - wherever practicable they should be returned to the supplier for safe disposal.</p> <p>All hazardous substances must be identified and relevant COSHH and PPE information provided to employees exposed to those substances.</p> <p>Do not mix waste liquids - serious reactions may occur including the container exploding.</p> <p>Do not transfer hazardous waste materials/liquids into unmarked containers - always keep them in their original containers.</p> <p>Do not burn or bury waste on site - all waste must go to a licensed facility.</p> <p>Site Manager will ensure that building and other controlled waste is placed in suitable containers so that transfer notes can be completed accurately.</p> <p>Disposal of waste into skips will be monitored to ensure that unauthorised disposal is prevented.</p> <p>Waste materials will only be passed to licensed carriers.</p> <p>Transfer notes will be completed before removal from site, with documents retained for two years.</p>

Information, Instruction and Training
<p>Contractors and personnel to be briefed on the requirements for waste disposal</p> <p>Hazardous wastes to be identified at induction training and specialist waste disposal techniques or PPE to be outlined</p>

Personal Protective Equipment
<p>The following personal protective equipment must be worn:</p> <div style="display: flex; justify-content: space-around; align-items: center;">    </div>

Remaining Level of Risk
<p>With the above control measures in place, the overall risk rating is: Medium</p> <p><i>(Low is where the risk is reduced as far as is reasonably practicable, where this is not achieved additional control measures may be required and should be documented below)</i></p>

Additional Control Measures Required	To be completed by	Completion Date
None required at this time		

I confirm that residual risks are acceptable and controls listed above have been implemented in full.

Name	Signature	Job Title	Date

The risk assessment should be reviewed regularly to take account of changes in working practices, equipment, staff etc. The assessment should also be reviewed if there are any significant changes or any reason to believe that it may be invalid.

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RISK ASSESSMENT GEN005

Description of Task	First Aid
Site	On Site
Location	Various Sites

Significant Risks (H = High, M = Medium, L = Low)	H	M	L	Persons at Risk
Cuts, blood borne disease transmission		X		Employees
Potential for injuries from instances of violence and aggression.		X		Visitors

Control Measures
<p>Ensure there are sufficient amounts of first aid kits made readily available and strategically places around the work place.</p> <p>Ensure that location for each first aid box is clearly signed in the prescribed format.</p> <p>Ensure that first aid information is displayed in all areas of the building.</p> <p>Staff must be informed of the location of first aiders and kits.</p> <p>Ensure regular inspections of the first aid kits to ensure the content is kept in date, and if out of date it is to be replaced promptly.</p> <p>A first aider is someone who has undergone a HSE approved training course in administering first aid at work, and has a current/valid first aid at work certificate.</p> <p>To ensure ongoing training of First aiders and that there are always the correct amount of First aiders on site at all times.</p> <p>Ensure that there is an appointed person to take charge of First aid arrangement.</p> <p>To ensure that specialist items for First aid is provided for areas such as kitchens on site, cooking and food preparation areas or where chemicals are going to be used.</p> <p>Ensure First aid kits are provided for members of staff who drive their own cars on company business.</p> <p>Such staff should be responsible for checking the contents of these kits on a regular basis to ensure that the items are within expiry date, well-stocked etc.</p>

Information, Instruction and Training
Staff to be First Aid at Work or Emergency First Aid at Work trained with certificates kept up to date.

Personal Protective Equipment
<p>The following personal protective equipment must be worn:</p> <div style="display: flex; justify-content: space-around; align-items: center;">   </div>

Remaining Level of Risk

With the above control measures in place, the overall risk rating is: **Medium**

(Low is where the risk is reduced as far as is reasonably practicable, where this is not achieved additional control measures may be required and should be documented below)

Additional Control Measures Required	To be completed by	Completion Date
None required at this time.		

I confirm that residual risks are acceptable and controls listed above have been implemented in full.

Name	Signature	Job Title	Date

The risk assessment should be reviewed regularly to take account of changes in working practices, equipment, staff etc. The assessment should also be reviewed if there are any significant changes or any reason to believe that it may be invalid.

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RISK ASSESSMENT POR007

Description of Task	Hand Tools
Site	On Site
Location	Various Sites

Significant Risks (H = High, M = Medium, L = Low)	H	M	L	Persons at Risk
Eye injuries		X		Employees
Injury to hands, feet or body			X	Contractors
Trips and falls			X	
Cuts and abrasions			X	

Control Measures
<p>All tools assessed to ensure they are fit for purpose and the environment in which they are to be used, and they are in good working order</p> <p>Visual checks by operative before each use.</p> <p>Open bladed knives, screwdrivers and other sharp tools are to be carried and used so as not to cause injury to the user or other persons.</p> <p>Insulated tools to be used where there is a possibility of live electrical work.</p> <p>All tools kept clean and clear of unnecessary dirt, grease and moisture.</p> <p>Moveable parts to be kept lightly oiled to prevent corrosion, wear and misalignment.</p> <p>Tools not left lying around to prevent tripping hazards.</p> <p>Site Manager to monitor tools and usage to ensure they are repaired / replaced as necessary.</p> <p>Specific checks made for: mushroomed heads on chisels, hammer and file handles for cracks etc., spanners for splayed jaws, damage to pick and shovel handles, etc.</p>

Information, Instruction and Training
All operatives to be instructed in the correct method of use, inspection and maintenance requirements at induction.

Personal Protective Equipment
The following personal protective equipment must be worn:
    

Remaining Level of Risk
With the above control measures in place, the overall risk rating is: Medium
<i>(Low is where the risk is reduced as far as is reasonably practicable, where this is not achieved additional control measures may be required and should be documented below)</i>

Additional Control Measures Required	To be completed by	Completion Date
None required at this time		

I confirm that residual risks are acceptable and controls listed above have been implemented in full.

Name	Signature	Job Title	Date

The risk assessment should be reviewed regularly to take account of changes in working practices, equipment, staff etc. The assessment should also be reviewed if there are any significant changes or any reason to believe that it may be invalid.






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RISK ASSESSMENT POR016

Description of Task	Hand Tools (Powered)		
Site	On Site		
Location	Various Sites		
Significant Risks (H = High, M = Medium, L = Low)	H	M	L
Persons at Risk			

Control Measures
<p>All powered tools provided are fit for the purpose and working conditions. Only trained and competent staff to operate powered tools. Visual checks of powered tools to be completed by staff prior to use. PPE such as gloves, ear defenders, dust masks and eye protection are provided and must be worn whenever work is done which presents the risk to hands, hearing, respiratory system and eyes respectively. All powered tools must be kept clean and stored correctly when not in use. Manufacturers instructions to be readily available and communicated to staff. Ensure correct selection of correct blades and accessories in accordance with manufacturers information. Operate equipment in a safe manner at all times. (See H&S policy) Ensure where electrical tools are used these are 110v and fitted with RCD protection. Ensure that cables are not trailing and do not cause a potential trip hazard for yourself or others. Use battery-operated tools where possible for the job. Regular checks of equipment are undertaken and recorded. Tool box talks, supervision and training will be provided to ensure that all staff are instructed in the correct use of hand tools.</p>

Information, Instruction and Training
Instruction on the safe use of powered tools and identification of defects on the equipment to be provided.

Personal Protective Equipment
The following personal protective equipment must be worn:
    

Remaining Level of Risk
With the above control measures in place, the overall risk rating is: Medium
<i>(Low is where the risk is reduced as far as is reasonably practicable, where this is not achieved additional control measures may be required and should be documented below)</i>

Additional Control Measures Required	To be completed by	Completion Date

I confirm that residual risks are acceptable and controls listed above have been implemented in full.

Name	Signature	Job Title	Date

The risk assessment should be reviewed regularly to take account of changes in working practices, equipment, staff etc. The assessment should also be reviewed if there are any significant changes or any reason to believe that it may be invalid.

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RISK ASSESSMENT MAT012

Description of Task	Hazardous Substances
Site	On Site
Location	Various Sites

Significant Risks (H = High, M = Medium, L = Low)	H	M	L	Persons at Risk
Ill health to persons and operatives		X		Employees
Toxic effects by inhalation, vapour release, burns etc		X		Visitors
Harm caused to animals and wildlife		X		Contractors

Control Measures
<p>Use approved products only. Must be used as directed by the manufacturer. An assessment of the substance to be carried out prior to use. Ensure safe working procedures for application, storage and disposal. Monitoring and health surveillance to be carried out where necessary. Do not eat, drink or smoke when handling the product. Wash hands immediately after handling the product. Thoroughly clean equipment after use. Store in the original container in a cool, dry, secure place, out of the reach of children and away from food, drink or animal feeding areas. COSHH assessment to detail how to deal with spillages and first aid.</p>

Information, Instruction and Training
Information from the findings of the COSHH assessments to be communicated to all staff required to use or handle the substances.

Personal Protective Equipment
The following personal protective equipment must be worn:
    

Remaining Level of Risk
With the above control measures in place, the overall risk rating is: <b style="background-color: yellow;">Medium
<i>(Low is where the risk is reduced as far as is reasonably practicable, where this is not achieved additional control measures may be required and should be documented below)</i>

Additional Control Measures Required	To be completed by	Completion Date
None required at this time		

I confirm that residual risks are acceptable and controls listed above have been implemented in full.

Name	Signature	Job Title	Date

The risk assessment should be reviewed regularly to take account of changes in working practices, equipment, staff etc. The assessment should also be reviewed if there are any significant changes or any reason to believe that it may be invalid.

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RISK ASSESSMENT SSP009

Description of Task	Manual Handling
Site	On Site
Location	Various Sites

Significant Risks (H = High, M = Medium, L = Low)	H	M	L	Persons at Risk
	Injury, strains, sprains and fractures		X	

Control Measures
<p>Ensure correct PPE is worn, protective, anti slip footwear. Wear protective gloves if there is a risk of cuts, sharp edges. Plan the lift and get assistance, use mechanical aids such as trolleys or fork lift truck. Obtain assistance and break down loads. Adopt safe lifting techniques as follows - Feet apart with leading legs as far forward as is comfortable. When lifting from a low level, bend the knees but do not kneel or over flex the knees and keep your back straight. Lean forward over the load if necessary to get a good grip. Keep the shoulders level and facing in the same direction as the hips. Ensure a secure grip. Lift smoothly, keeping control of the load. Do not twist the trunk when turning to the side. Keep close to the load and keep the heaviest side of the load next to the trunk. Put down, then adjust into position. Take regular breaks to rest and recover between manual handling tasks. Do not attempt to lift beyond your capabilities, refer to HSE guidelines. Team lifting should be carried out when necessary. A manual handling assessment will be carried out in respect of any significant manual handling tasks.</p>

Information, Instruction and Training
Safe working instruction to be communicated to staff.

Personal Protective Equipment
The following personal protective equipment must be worn:
 

Remaining Level of Risk
With the above control measures in place, the overall risk rating is: Medium
<i>(Low is where the risk is reduced as far as is reasonably practicable, where this is not achieved additional control measures may be required and should be documented below)</i>

Additional Control Measures Required	To be completed by	Completion Date
Risk assess significant manual handling tasks.		

I confirm that residual risks are acceptable and controls listed above have been implemented in full.

Name	Signature	Job Title	Date

The risk assessment should be reviewed regularly to take account of changes in working practices, equipment, staff etc. The assessment should also be reviewed if there are any significant changes or any reason to believe that it may be invalid.

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RISK ASSESSMENT MAT008

Description of Task	Materials Storage
Site	On Site
Location	Various Sites

Significant Risks (H = High, M = Medium, L = Low)	H	M	L	Persons at Risk
Injury from falling materials		X		Employees
Injury to trespassers, especially children		X		Contractors
Environmental contamination			X	Visitors
Manual handling injuries	X			
Injury from mechanical lifting/delivery equipment		X		

Control Measures
<p>Ensure that minimum quantities of materials supplied to site in line with the programmed works, thus reducing quantities of materials stored which prevent unnecessary damage.</p> <p>Ensure that all material storage areas are level.</p> <p>Follow manufacturers recommendations with respect to temperature, humidity and stacking requirements.</p> <p>For hazardous materials COSHH assessments must be completed and passed to staff.</p> <p>Palletised loads should not exceed two pallets high.</p> <p>Loads must be lifted correctly.</p> <p>Manual handling information and training provided to employees.</p> <p>Wherever practicable mechanical lifting/delivery equipment to be provided minimising manual handling.</p> <p>Wherever manual handling equipment is utilised it must be regularly inspected and operated by competent staff.</p> <p>Ensure adequate space for safe manoeuvrability and designate safe routes and set speed limits.</p> <p>Compressed gas cylinders to be stored upright away from accommodation and construction activities.</p> <p>Stacks of cylindrical objects such as pipes to be stabilised using chocks.</p> <p>Material stacks to be limited in height to ensure stability - no more than 2m.</p> <p>Drums and containers must be clearly marked to indicate contents.</p> <p>Secured storage provided for all hazardous materials to prevent unauthorised access.</p> <p>Trays or bunds provided where necessary beneath containers to prevent ground contamination.</p> <p>Guardrails fitted to storage areas where persons could fall.</p> <p>Hazardous materials eg highly flammable liquids, explosives should be stored separately and their issue controlled.</p> <p>Deliveries should be monitored and controlled and all lifting operations should not pass over personnel, plant and equipment or accommodation.</p>

Information, Instruction and Training
<p>Verbal instructions and training will be given to operatives to ensure good housekeeping standards are maintained on site</p> <p>Stability and stacking instructions will be given as needed to site operatives by the Site Manager</p>

Personal Protective Equipment
<p>The following personal protective equipment must be worn:</p> <div style="display: flex; justify-content: space-around; align-items: center;">    </div>

Remaining Level of Risk		
<p>With the above control measures in place, the overall risk rating is: Medium</p> <p><i>(Low is where the risk is reduced as far as is reasonably practicable, where this is not achieved additional control measures may be required and should be documented below)</i></p>		
Additional Control Measures Required	To be completed by	Completion Date
None required at this time		

I confirm that residual risks are acceptable and controls listed above have been implemented in full.

Name	Signature	Job Title	Date

The risk assessment should be reviewed regularly to take account of changes in working practices, equipment, staff etc. The assessment should also be reviewed if there are any significant changes or any reason to believe that it may be invalid.

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RISK ASSESSMENT GEN008

Description of Task	Noise
Site	On Site
Location	Various Sites

Significant Risks (H = High, M = Medium, L = Low)	H	M	L	Persons at Risk
Noise		X		Employees
Distracting influence on staff		X		Contractors
Continual noise below the first action level		X		Visitors
Loud noises above the first action level		X		
Loud noises above the second action level		X		

Control Measures
<p>All operatives should be informed of the hazards and instructed on the required safe systems of works and control measures. All operatives to be provided with appropriate PPE and trained in its application and how it is used correctly. Where the risk of hearing damage has been assessed as being high, all operatives should be trained and informed of the risks and irreversible damage that may be caused by exposure to noise. Operatives to be informed of all mandatory hearing protection zones and of the need to ensure the appropriate protection is worn at all times. Ensure adequate supervision is provided and that control measures remain valid for the duration of the work, especially when learners under the age of 18 years are using the requirement. Where employees are regularly exposed to high levels of noise, consider the need for appropriate Health Surveillance measures. Mandatory hearing protection signs to be erected in all areas where noise levels are likely to exceed 85dB(A). Make use of acoustic enclosures for noisy plant and equipment, or erect acoustic screens and barriers to deaden any noise. Site plant as far away from the working area as is reasonably practicable - ie: generators and compressors etc. do not need to be in the immediate vicinity of the works. When selecting and procuring plant, tools and other equipment, consideration will be given to procurement of low noise equipment wherever possible. Where individual operatives are exposed to high levels of noise, limit their exposure to the noise by restricting the duration of their exposure - rotate different the people used so that no one spends an excessive amount of time exposed to the noise. Ensure all plant and machinery is properly maintained and serviced to help reduce the noise caused by poorly maintained and worn equipment. Ensure that where applicable, silencers are fitted to plant and machinery.</p>

Information, Instruction and Training
Staff to be aware of high noise areas and the requirement to use hearing protection.

Personal Protective Equipment
The following personal protective equipment must be worn:


Remaining Level of Risk
With the above control measures in place, the overall risk rating is: Medium
<i>(Low is where the risk is reduced as far as is reasonably practicable, where this is not achieved additional control measures may be required and should be documented below)</i>

Additional Control Measures Required	To be completed by	Completion Date
None required at this time.		

I confirm that residual risks are acceptable and controls listed above have been implemented in full.

Name	Signature	Job Title	Date

The risk assessment should be reviewed regularly to take account of changes in working practices, equipment, staff etc. The assessment should also be reviewed if there are any significant changes or any reason to believe that it may be invalid.

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RISK ASSESSMENT GEN007

Description of Task	Personal Protective Equipment
Site	On Site
Location	Various Sites

Significant Risks (H = High, M = Medium, L = Low)	H	M	L	Persons at Risk
	Various injuries as a result of not wearing PPE as required		X	

Control Measures
<p>All necessary PPE to be provided free of charge and be made available to all employees who are required to wear it. Ensure that all PPE users are made aware of why it is needed, when it is to be used and who to report to for replacements. Ensure users are trained to know how it is to be used correctly. Ensure in area where PPE is mandatory it is clearly signed. When supervising YPs to ensure all appropriate PPE is worn at all times. Ensure that all PPE is looked after and properly stored when not being used, e.g. in a dry and clean cupboard, or in the case of a smaller item, such as eye protection, in a box / case. This is so that it does not get damaged or become defective. Ensure PPE is kept clean and in good repair. Will need to refer to manufacturers maintenance schedule, which should include recommended replacement period / shelf life. Ensure there is always a suitable supply of replacement PPE readily available. Inspection of PPE needs to take place on a regular basis. Especially where there are YPs using the PPE and could have an effect on their health and well-being. Ensure there is a procedure in place for replacing any damaged or defective PPE. Ensure that staff are monitored and that all PPE rules are adhered to especially in high risk areas. Ensure that all PPE selected is suitable for use and for the activity being undertaken. Also taking into account the individual might have to wear two items of PPE, they need to be compatible with each other in order to keep the level of risk to a minimum. Also refer back to a task specific risk assessment for a particular activity and what PPE is required.</p>

Information, Instruction and Training
Staff to be instructed in the correct use, maintenance, storage and replacement of PPE

Personal Protective Equipment
The following personal protective equipment must be worn:
       
   

Remaining Level of Risk
With the above control measures in place, the overall risk rating is: Medium
<i>(Low is where the risk is reduced as far as is reasonably practicable, where this is not achieved additional control measures may be required and should be documented below)</i>

Additional Control Measures Required	To be completed by	Completion Date
None required at this time.		

I confirm that residual risks are acceptable and controls listed above have been implemented in full.

Name	Signature	Job Title	Date

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RISK ASSESSMENT POR010

Description of Task	Portable Electrical Equipment
Site	On Site
Location	Various Sites

Significant Risks (H = High, M = Medium, L = Low)	H	M	L	Persons at Risk
Electrocution	X			Employees
Fire/burns		X		Contractors
Damage to equipment			X	
Trips and falls		X		

Control Measures
<p>All portable electrical equipment identified individually and subject to planned maintenance including 3 monthly test and inspection (PAT).</p> <p>Equipment used on site fit to use with regard to voltage, power and environmental conditions.</p> <p>Any defective equipment shall be switched off, removed from service and reported immediately.</p> <p>Visual inspection of equipment carried out before use.</p> <p>Leads and cables safely routed, with only moulded sockets used on site.</p> <p>All equipment is 110v or less, or battery operated.</p> <p>All mains tools must be earthed.</p> <p>All tools to be switched off and disconnected before any adjustments are made, eg changing bits etc.</p> <p>All attachments must be firmly fixed before switching on.</p> <p>All guards must be used and must not be removed or otherwise interfered with.</p> <p>Leads/extensions must not trail across walkways.</p> <p>Extension leads must be fully unwound before use to prevent overheating / fires.</p> <p>All electrical equipment should be checked for a test label before use - do not use if a label is not present.</p> <p>Sub-contractors to be aware of the above policy and this assessment.</p> <p>Site Manager to monitor safe use of electrical equipment on site.</p> <p>Only trained and competent persons to test, maintain and repair electrical equipment.</p>

Information, Instruction and Training
<p>All operatives trained in the precautions and safe use of portable electrical equipment.</p> <p>First aiders trained in electric shock treatment.</p>

Personal Protective Equipment
<p>The following personal protective equipment must be worn:</p> <div style="display: flex; justify-content: space-around; align-items: center;">     </div>

Remaining Level of Risk
<p>With the above control measures in place, the overall risk rating is: Medium</p> <p><i>(Low is where the risk is reduced as far as is reasonably practicable, where this is not achieved additional control measures may be required and should be documented below)</i></p>

Additional Control Measures Required	To be completed by	Completion Date
None required at this time		

I confirm that residual risks are acceptable and controls listed above have been implemented in full.

Name	Signature	Job Title	Date

The risk assessment should be reviewed regularly to take account of changes in working practices, equipment, staff etc. The assessment should also be reviewed if there are any significant changes or any reason to believe that it may be invalid.

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RISK ASSESSMENT GEN004

Description of Task	Slips trips and falls
Site	On Site
Location	Various Sites

Significant Risks (H = High, M = Medium, L = Low)	H	M	L	Persons at Risk
Uneven surfaces		X		Employees
Poor lighting		X		Contractors
Unsuitable, poorly maintained surfaces		X		Members of the Public
Trailing leads/cables		X		Visitors
Spills		X		
Poorly designed stairs/steps		X		
Pedestrian routes clear of obstructions		X		
Waste materials and debris scattered around the site		X		

Control Measures
<p>All staff are to be instructed to walk calmly and not to run. All persons to stick to the identified pedestrian walkways at all times. Carry out regular site safety inspections to ensure that the site is clean, tidy and free of waste / debris. Supervisors given the responsibility of maintaining high housekeeping standards in their areas. Good housekeeping standards to be maintained at all times. No trailing leads/cables to be left across walkways. All waste, debris, rubbish and off-cuts etc are to be cleared away as they are produced and disposed of within the appropriate waste containers. Ensure the strict enforcement of waste collection and disposal around the site. Floors, staircases and doors cleaned on a regular basis by cleaning staff. Repairs and maintenance of doors, floors and walkways to be carried out when necessary. Stairs and corridors to be well lit and handrail provided. All holes, voids and edges are to be provided with edge protection in the form of rigid barriers or alternatively steel plates may be secured over open holes etc. Ensure that sufficient waste skips and receptacles are provided.</p>

Information, Instruction and Training
All staff should be informed of the hazards and instructed on the required safe systems of works and control measures.

Personal Protective Equipment
The following personal protective equipment must be worn: No personal protective equipment required.

Remaining Level of Risk
With the above control measures in place, the overall risk rating is: Medium <i>(Low is where the risk is reduced as far as is reasonably practicable, where this is not achieved additional control measures may be required and should be documented below)</i>

Additional Control Measures Required	To be completed by	Completion Date
None required at this time.		

I confirm that residual risks are acceptable and controls listed above have been implemented in full.

Name	Signature	Job Title	Date

The risk assessment should be reviewed regularly to take account of changes in working practices, equipment, staff etc. The assessment should also be reviewed if there are any significant changes or any reason to believe that it may be invalid.

Horizon Group Ltd





RISK ASSESSMENT WAH006

Description of Task	Working at Heights
Site	On Site
Location	Various Sites

Significant Risks (H = High, M = Medium, L = Low)	H	M	L	Persons at Risk
Fall of persons	X			Employees
Falling materials		X		Contractors
Fall of plant or equipment		X		Visitors
				Members of the Public

Control Measures
<p>Ensure safe means of access and egress. All equipment is provided and maintained to appropriate legal and other required standards. Signs and/or barriers placed below works to warn of overhead operations. Edge protection provided at all openings and edges, with guardrails and toeboards. Where edge protection is not practicable other methods of fall prevention or arrest must be used - netting or harnesses. Where fall of debris is possible, the area should be enclosed with netting and chutes used. All equipment is checked to ensure it is in good working order, to the correct specification and within the appropriate inspection date. Work will be monitored to ensure additional precautions are taken where edge protection is not in use.</p>

Information, Instruction and Training
<p>Information and instruction provided to all operatives working at height - this includes (eg) details of the types of access equipment used, the correct access/egress procedures, safe use/maintenance of the access equipment, any inspection requirements etc. Training and instruction must be provided to all operatives and supervisory staff involved in the use of harnesses and how to wear, use attach, inspect and assess such equipment.</p>

Personal Protective Equipment
<p>The following personal protective equipment must be worn:</p> <div style="display: flex; justify-content: space-around; align-items: center;">     </div>

Remaining Level of Risk
<p>With the above control measures in place, the overall risk rating is: <b style="background-color: yellow;">Medium</p> <p><i>(Low is where the risk is reduced as far as is reasonably practicable, where this is not achieved additional control measures may be required and should be documented below)</i></p>

Additional Control Measures Required	To be completed by	Completion Date
None required at this time		

I confirm that residual risks are acceptable and controls listed above have been implemented in full.

Name	Signature	Job Title	Date

The risk assessment should be reviewed regularly to take account of changes in working practices, equipment, staff etc. The assessment should also be reviewed if there are any significant changes or any reason to believe that it may be invalid.

Additional Services Provided By SM&MS:

HEALTH & SAFETY SERVICES

Health and Safety Audits
Health and Safety Liability Audits (vacant sites)
Health and Safety Policies
Health and Safety Risk Assessments
Health and Safety Site Specific Manuals

FIRE SAFETY SERVICES

Emergency Evacuation Plans
Fire Safety Manuals
Fire Evacuation Drills
Fire Safety Risk Assessments

DISABILITY ACCESS AUDITS

ASBESTOS SERVICES

Asbestos Consultancy
Asbestos Register Updates
Asbestos Removal Co-ordination
Asbestos Management Surveys
Refurbishment / Demolition Surveys

IT PRODUCTS

AsbestosPlus (online asbestos management)
ContractorPlus (online contractor management)
PropertyPlus (online statutory compliance)

TRAINING

Health & Safety, Fire, First Aid, Bespoke
Company Specific Training
IOSH Managing Safely
IOSH Working Safely

ENVIRONMENTAL MANAGEMENT

Energy Audits
Environmental Consultancy

PropertyPlus
ContractorPlus