

## RISK ASSESSMENT

<b>Title:</b> Service, Maintenance and Installation		<b>Date of Assessment:</b> 06/04/23	<b>Risk Assessor:</b> I A Warne
<b>Reference Number:</b> RA103	<b>Version Number:</b> 1	<b>People involved in making this assessment:</b> I A Warne	
<b>Task/Process:</b> The installation, service and maintenance of Plastica products		<b>People at Risk:</b> Employees, customers, on site staff, members of the public	
<b>Documents Associated with this Risk Assessment:</b>		RA24, H&S 06	
<b>Review Date:</b> 03/04/24	<b>Reviewer:</b> Ian Warne		<b>Next Review Date:</b> 03/04/25

<b>Hazard:</b> Manual Handling.	Risk of injury due to poor handling techniques or injury from falling objects. Risk of injury to employees, customers or on site staff or damage to property/business
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### Control Measures:

1. Visual inspection of the site before any manual handling takes place
2. Lifting equipment and additional agency temporary staff will be provided
3. Plastica staff trained in manual handling (training reviewed)
4. Ensure the lifting equipment is suitable for the task and has a current LOLER inspection certificate.
5. Ensure the environment is safe i.e. weather conditions, free of trip hazards
6. If a construction site, follow the site rules provided by the on site staff and wear any additional PPE that is required by the site
7. Ensure the working zone is clear from obstacles and trip hazards and has plenty of space and light
8. Plan and brief all involved of the route
9. Ensure all people involved are physically fit to do the work required
10. Wear suitable PPE
11. Avoid lone working if at all possible
12. Instruction, information, training and supervision

<b>Hazard:</b> Slips and Trips	Risk of injury due to slips, trips or falls. Risk of injury to employees, customers or on site staff.
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### Control Measures:

1. Visual inspection of the site before any work is started
2. Advise the owner or site agent of any possible dangers to personnel and children in particular
3. Ensure the environment is safe i.e. weather conditions, free of trip hazards
4. If a construction site, follow the site rules provided by the on site staff and wear any additional PPE that is required by the site
5. Ensure the working zone is clear from obstacles and trip hazards and has plenty of light and space
6. Plan and brief all involved of the route

7.	Wear suitable footwear
8.	Erect proper signage advising of any dangers
9.	Erect suitable safety barriers as appropriate
10.	Ensure mobile phones are operational in case of emergency
11.	Ensure site is safe when leaving i.e. switch off all electricals, ensure safety barriers and signage are in place
12.	Wear suitable PPE
13.	Avoid lone working if at all possible
14.	Instruction, information, training and supervision

<b>Hazard:</b> Electricity	Risk of injury due to electric shocks, burns and death. Risk of injury to employees, customers or on site staff
<b>Control Measures:</b>	
1.	Generally, a 240v supply is provided to the pool side from then on only 110v electrical equipment must be used on site with earth leakage circuit breakers (ELCB). If a 240v supply is not available a generator should be made available i.e. 110v
2.	Ensure access is available to the ELCB.
3.	Ensure any electrical equipment is suitable for the job and has been tested if required (PUWER & PAT)
4.	Visual self-inspection – do not use items that appear unsafe i.e. loose cables
5.	Good housekeeping to ensure leads cannot be damaged.
6.	All faults to be reported to a Supervisor/Manager immediately. Label them as faulty and do not use until repaired or replaced.
7.	Ensure the environment is safe i.e. weather conditions
8.	Personal appliances to be approved before use
9.	Avoid lone working if at all possible
10.	Instruction, information, training and supervision

<b>Hazard:</b> Drowning	Risk of death. Risk of death to employees, customers and on site staff
<b>Control Measures:</b>	
1.	Liaise with Site Management prior to visit to discuss site hazards and our needs
2.	Ensure another person is on site and aware of your movements at all times
3.	Ensure the environment is safe i.e. weather conditions, trip hazards
4.	Ensure adequate light and space
5.	Appropriate PPE to be worn
6.	Instruction, information, training and supervision

<b>Hazard:</b> Working at Height	Risk of injury due to items falling from height, crush injuries or person falling from height. Risk of injury to employees, customers and on site staff
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<b>Control Measures:</b>	
1.	Limit the amount of work required at height
2.	Ensure any ladders, mobile platforms and tower scaffolds used are suitable for the task and correctly tested and certificated
3.	Ensuring the working zone is clear, tidy and has plenty of light and space
4.	Ensure terrain is suitable and firm
5.	Wear suitable PPE
6.	Ensure the environment is safe i.e. weather conditions, trip hazards
7.	If a construction site, follow the Site Rules provided and additional PPE may be required by the Site
8.	Instruction, information, training and supervision

<b>Hazard:</b> Driving/Vehicle	Risk of injury from a vehicle accident. Risk of injury to employees, customers, on site staff and members of the public
<b>Control Measures:</b>	
1.	Visual inspection of the vehicle before use. Log and inform your manager of any faults. If a fault makes it illegal to drive the vehicle do not use
2.	Read, understand and follow RA24 Driving a Vehicle on Company Business
3.	Ensure the vehicle is kept tidy and clean; all items must be strapped in when on the move
5.	Ensure vehicle first aid kit is adequately stocked and regularly checked
6.	Ensure vehicle fire extinguisher is available and not out of date
7.	Ensure the vehicle has an MOT and has been serviced to the manufacturers recommendations
8.	Avoid lone working if at all possible
9.	Instruction, information, training and supervision

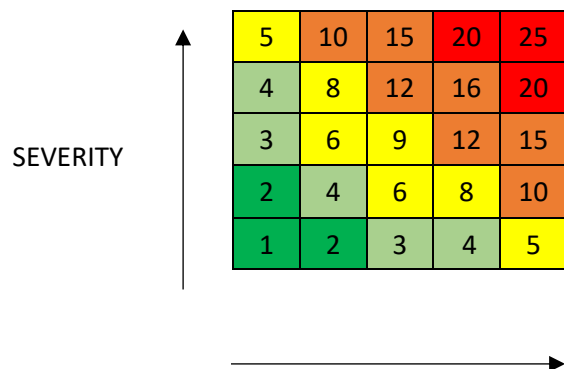
<b>Hazard:</b> Lone Working	Risk of injury from working alone. Risk of injury to employees.
<b>Control Measures:</b>	
1.	Limit the amount of lone working
2.	Read, understand and follow the H&S 06 Lone Working Policy
3.	Make regular agreed contact with your manager/supervisor/team leader during your lone working period
4.	Ensure easy access to basic first aid equipment
5.	Instruction, information, training and supervision

I ..... (name) do hereby declare that I have received, understood and will abide by the contents of this Risk Assessment.

Signed: ..... Date: .....

# RISK ASSESSMENT

## HOW TO CALCULATE A RISK RATING



Likelihood	Severity
1 = extremely unlikely	1 = very minor injury
2 = unlikely	2 = first aid injury
3 = possible	3 = lost time injury
4 = likely	4 = hospital treatment
5 = very probable	5 = disabling injury

Risk rating	Action and timescale
15 and above	<b>Unacceptable</b> Work may not start. Additional controls must be introduced to reduce risk rating to below 9.
9-14	<b>Tolerable</b> Additional controls must be introduced as soon as possible.
5-8	<b>Tolerable</b> Additional controls may be needed
4 or below	<b>Acceptable</b>

1-4 =	Low risk
6-9 =	Medium risk
10-25=	High risk