

## RISK ASSESSMENT

<b>Title:</b>	Carpet Stripping and Laying New Carpet Tiles			<b>Date of Assessment:</b>	11/02/25	<b>Risk Assessor:</b>	Daniel Sawyer
<b>Reference Number:</b>	RA 108	<b>Version Number:</b>	1	<b>People involved in making this assessment:</b>		Daniel Sawyer	
<b>Task/Process:</b>	Stripping the old carpet and laying new carpet tiles			<b>People at Risk:</b>	Employees		
<b>Documents Associated with this Risk Assessment:</b>							
<b>Review Date:</b>		<b>Reviewer:</b>		<b>Next Review Date:</b>	11/02/26		

<b>Hazard:</b> Manual Handling	Risk of musculoskeletal injuries from poor manual handling. Risk to employees.
<b>Control Measures:</b>	
1.	All employees trained in manual handling (training reviewed)
2.	Ensure the working zone is clear from obstacles and trip hazards and has plenty of space and light
3.	Ensure appropriate number of people to carry bulky/heavy items to distribute the weight (a minimum of two people)
4.	Plan the route and brief all involved of the route
5.	Ensure all people involved are physically fit to do the work required
6.	Instruction, information, training and supervision

<b>Hazard:</b> Slips and Trips	Risk of musculoskeletal injuries. Risk to employees.
<b>Control Measures:</b>	
1.	Ensure the working zone is clear from obstacles and trip hazards and has plenty of space and light
2.	Department to be kept free from trip hazards and regularly checked
3.	Spillages to be cleaned immediately
4.	Leads to be kept safe and not cause a trip hazard
5.	Instruction, information, training and supervision

<b>Hazard:</b> Operating carpet stripper	Risk of injuries from blade. Risk of eye damage from debris and materials ejected. Risk of damage to hands and arms (HAVS) from vibration. Risk of damage to hearing from noise. Risk to employees
<b>Control Measures:</b>	
1.	Safety boots/shoes must be worn
2.	Eye protection must be worn when using the carpet stripper or if working in the area
3.	Ear protection must be worn when using the carpet stripper or if working in the area
4.	Keep the door to the department closed to prevent noise in other areas
5.	Gloves must be worn when using the carpet stripper and whilst picking up carpet

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6.	A suitable mask must be worn when using the carpet stripper or if working in the area
7.	Do not use the equipment if you feel ill or tired
8.	Carpet stripper only to be used by a competent person who has read and understood the instructions.
9.	Extension lead must be fully unwound and loosely coiled, away from the equipment
10.	When removing the carpet it should be cut into small manageable pieces
11.	Ensure all people using the carpet stripper are physically fit to do so
12.	Take regular breaks to limit exposure to vibration and noise
13.	Ensure good ventilation in the room to minimise exposure to debris and dust
14.	Instruction, information, training and supervision

<b>Hazard:</b> Laying new carpet tiles	Risk of knee injuries from prolonged kneeling. Risk of back issues from prolonged bending. Risk of injuries from blades. Risk to employees.
<b>Control Measures:</b>	
1.	A suitable mask must be worn when using spray adhesive
2.	Gloves must be worn
3.	Knee pads to be worn
4.	Take regular breaks to avoid knee injuries from prolonged kneeling and back issues from bending over
5.	Use a safety blade to cut carpet tiles
6.	Cut tiles carefully and away from the body to prevent cutting injuries to the body
7.	Instruction, information, training and supervision

<b>Hazard:</b> Spray Adhesive	Risk of skin or eye irritation, respiratory issues if inhaled and other health problems. Risk of knee injuries from prolonged kneeling. Risk of back issues from prolonged bending. Risk of injuries from blades. Risk to employees.
<b>Control Measures:</b>	
1.	A suitable mask must be worn
2.	Eye protection must be worn when spraying adhesive or if working in the area
3.	Gloves and clothing that covers the arms and legs must be worn
4.	Ensure good ventilation in the room to minimise exposure to adhesive
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: .....

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### HOW TO CALCULATE A RISK RATING

SEVERITY ↑

5	10	15	20	25
4	8	12	16	20
3	6	9	12	15
2	4	6	8	10
1	2	3	4	5

→ LIKELIHOOD

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