



Risk assessment

Ref no: RA26	Area: Installation of Air Conditioning in Customer Services	Assessor: Ian Warne
	Date of assessment: 26/04/17	Reassessment date: Ad Hoc Assessment – Review before next use

Hazard	Who might be harmed and how?	Control measures	Residual risk L/M/H	Action by who?
Working at height	Contractor Staff/visitors Falls, things falling on people	<ul style="list-style-type: none">• To have a quarantine space underneath working area.• Management to ensure no one enters the quarantine area.• Signage appropriate for the task.	L	
Fire from Hot Works	Contractor Staff/Visitors	<ul style="list-style-type: none">• Hot Work Permit to be issued	L	
Trips, Slips and Falls	Contractor Staff/Visitor	<ul style="list-style-type: none">• Ensure working area is kept tidy• Keep all tools and equipment within the quarantine area• Signage appropriate for the task.• Staff in area to take extra care and pay extra attention to potential hazards	L	

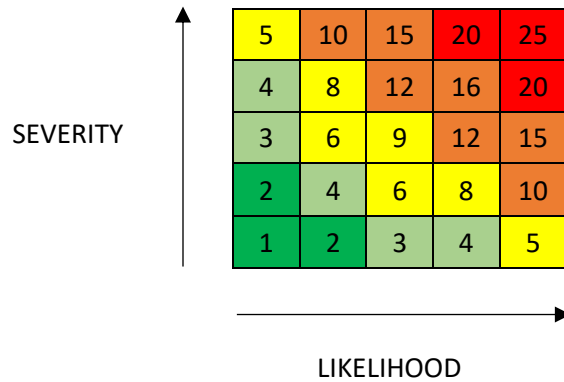
Ensure the risk control still applies, if not contact the relevant department

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

Signed:.....

Date:

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	Unacceptable Work may not start. Additional controls must be introduced to reduce risk rating to below 9.
9-14	Tolerable Additional controls must be introduced as soon as possible.
5-8	Tolerable Additional controls may be needed
4 or below	Acceptable

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