

RISK ASSESSMENT

Title:	Water Treatment Department Fire			Date of Assessment:	01/10/2019	Risk Assessor:	Ian Warne, Clare Crouch
Reference Number:	RA60	Version Number:	4	People involved in making this assessment:		Ian Warne	
Task/Process:	Fire within the Water Treatment Departments at Perimeter House and Unit 82			People at Risk:	Employees, contractors, visitors, temporary employees		
Documents Associated with this Risk Assessment:							
Review Date:	07/06/24	Reviewer:	Ian Warne		Next Review Date:	07/06/25	

Hazard: Lighting	Risk of suffering serious or fatal injuries from smoke inhalation/burns. Risk to employees, contractors, visitors, temporary employees
Control Measures:	
1.	3 year fixed wiring test and routine maintenance
2.	Information, instruction, training and supervision

Hazard: Heating	Risk of suffering serious or fatal injuries from smoke inhalation/burns. Risk to employees, contractors, visitors, temporary employees
Control Measures:	
1.	3 year fixed wiring test and routine maintenance
2.	Heating at Perimeter House is limited to two wall mounted panel heaters in Bay 1, a small electric heater in the office and two mobile heaters
3.	Heating at Unit 82 is limited to two portable electric heaters
4.	Information, instruction, training and supervision

Hazard: Electrical Supply	Risk of suffering serious or fatal injuries from smoke inhalation/burns. Risk to employees, contractors, visitors, temporary employees
Control Measures:	
1.	3 year fixed wiring test and routine maintenance
2.	Incident reporting procedure if any faults
3.	Information, instruction, training and supervision

Hazard: Forklift	Risk of suffering serious or fatal injuries from smoke inhalation/burns. Risk to employees, contractors, visitors, temporary employees
Control Measures:	
1.	Perimeter House has diesel FLT's so less flammable
2.	Perimeter House has electric FLT's so less flammable
3.	Planned preventative maintenance

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4.	Regularly serviced
5.	Ensure fire extinguisher is placed close to charge point at Perimeter House
6.	Only used by trained, authorised employees
7.	Information, instruction, training and supervision

Hazard: Electrical Equipment	Risk of suffering serious or fatal injuries from smoke inhalation/burns. Risk to employees, contractors, visitors, temporary employees
Control Measures:	
1.	Planned preventative maintenance
2.	PAT tested if and when required
3.	Ensure the equipment is suitable for the task
4.	Information, instruction, training and supervision

Hazard: Chemical mixing due to a spill	Risk of suffering serious or fatal injuries from smoke inhalation/burns. Risk to employees, contractors, visitors, temporary employees
Control Measures:	
1.	Keep as low a stock level as possible
2.	Product segregation
3.	Spill kits and spill procedure
4.	Safe System of Work
5.	Signage
6.	Chemicals stored in suitable containers and correctly labelled
7.	All waste material is disposed of in the correct containers, correctly labelled by a licensed waste carrier
8.	Regular racking inspections are conducted
9.	Information, instruction, training and supervision

Hazard: Chemical mixing due to human error (creating an exothermic reaction)	Risk of suffering serious or fatal injuries from smoke inhalation/burns. Risk to employees, contractors, visitors, temporary employees
Control Measures:	
1.	Safe System of Work
2.	Chemicals stored in suitable containers and correctly labelled
3.	Information, instruction, training and supervision

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Hazard: Smoking materials	Risk of suffering serious or fatal injuries from smoke inhalation/burns. Risk to employees, contractors, visitors, work experience trainees, temporary employees, lone workers
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Control Measures:	
1.	Smoking is banned in and around the Water Treatment Department and a separate smoking area is provided away from the building
2.	Visitor Policy explains no smoking rules
3.	Information, instruction, training and supervision

Hazard: Arson	Risk of suffering serious or fatal injuries from smoke inhalation/burns. Risk to employees, contractors, visitors, temporary employees
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Control Measures:	
1.	Security fencing
2.	CCTV
3.	Challenge strangers
4.	Any flammable material is stored at a minimum of 2m away from the building and perimeter fence
5.	Information, instruction, training and supervision

Hazard: Packaging Material: Paper, Cardboard, Plastics	Risk of suffering serious or fatal injuries from smoke inhalation/burns. Risk to employees, contractors, visitors, temporary employees
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Control Measures:	
1.	Only store required quantities
2.	Information, instruction, training and supervision

Hazard: Pallets	Risk of suffering serious or fatal injuries from smoke inhalation/burns. Risk to employees, contractors, visitors, temporary employees
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Control Measures:	
1.	Only store required quantities
2.	Information, instruction, training and supervision

Hazard: Solvents	Risk of suffering serious or fatal injuries from smoke inhalation/burns. Risk to employees, contractors, visitors, temporary employees
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Control Measures:	
1.	Keep as low a stock level as possible
2.	Product segregation
3.	Spill kits and spill procedure
4.	Signage
5.	Products stored in suitable containers and correctly labelled
6.	Limit transfer from one container to another
7.	Information, instruction, training and supervision

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Hazard: Furniture	Risk of suffering serious or fatal injuries from smoke inhalation/burns. Risk to employees, contractors, visitors, temporary employees
Control Measures:	
1.	Ensure it complies with Fire Safety Standards
2.	Good housekeeping
3.	Keep away from ignition sources where practicable
4.	Information, instruction, training and supervision

Hazard: Electrical Installation	Risk of suffering serious or fatal injuries from smoke inhalation/burns. Risk to employees, contractors, visitors, temporary employees
Control Measures:	
1.	Installations are completed to the correct standards by suitably qualified contractors
2.	All exposed electrical wiring kept in conduit
3.	Information, instruction, training and supervision

Hazard: Perimeter House Building Structure: unprotected metal beams (conduct heat), gyproc wall cladding on internal offices, concrete roof lining to group floor (at risk of spalling)	Risk of suffering serious or fatal injuries from smoke inhalation/burns. Risk to employees, contractors, visitors, temporary employees
Control Measures:	
1.	30 minute fire wall rating between each bay on ground floor at Perimeter House
2.	Fire Doors
3.	Emergency lighting and fire alarm (monitored out of hours) which are routinely tested
4.	Signage
5.	Ensure any breaches are repaired using suitable materials
6.	Fire extinguishers available and routinely tested
7.	Information, instruction, training and supervision

Hazard: Unit 82 Building Structure: concrete and block construction with an asbestos roof (risk of spalling)	Risk of suffering serious or fatal injuries from smoke inhalation/burns. Risk to employees, contractors, visitors, temporary employees
Control Measures:	
1.	Fire doors
2.	Smoke and heat detectors linked to fire alarm (monitored out of hours) which are routinely tested
3.	Signage
4.	Ensure any breaches are repaired using suitable materials
5.	Fire extinguishers available and routinely tested

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6.	Information, instruction, training and supervision
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Hazard: Oxidising materials	Risk of suffering serious or fatal injuries from smoke inhalation/burns. Risk to employees, contractors, visitors, temporary employees
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Control Measures:	
1.	Keep as low a stock level as possible
2.	Product segregation
3.	Spill kits and spill procedure
4.	Signage
5.	Chemicals stored in suitable containers and correctly labelled
6.	Regular racking inspections undertaken where applicable
7.	All waste material is disposed of in the correct containers, correctly labelled by a licensed waste carrier
8.	Information, instruction, training and supervision

Hazard: Airline	Risk of suffering serious or fatal injuries from smoke inhalation/burns. Risk to employees, contractors, visitors, temporary employees
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Control Measures:	
1.	Routine planned maintenance
2.	Turned off at night
3.	Information, instruction, training and supervision

Hazard: Working Alone	Risk of suffering serious or fatal injuries from smoke inhalation/burns. Risk to employees, contractors, visitors, temporary employees
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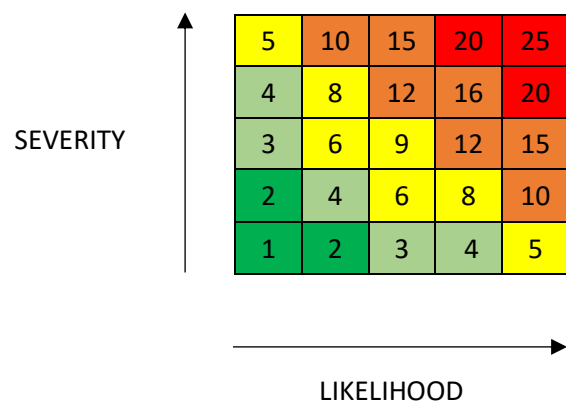
Control Measures:	
1.	Avoid working alone, where possible always have two people working together
2.	Two people are required for locking up at Unit 82
3.	Ensure adequate communication plan in place
4.	Information, instruction, training and supervision

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



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