



## Risk assessment

Ref no: RA72	Area: Shift Work in Water Treatment	Assessor: Ian A Warne, Finance & Operations Director
	Date of Assessment: 01/06/20	Assessment date: 01/06/21

Hazard	Who might be harmed and how?	Existing Control measures	Residual risk L/M/H	Action by who?
Working Alone	Employee  Various injury or death	<ul style="list-style-type: none"> <li>• Avoid working alone, where possible always have 2 people working together.</li> <li>• To read, understand and follow the H&amp;S 06 Lone Working Policy.</li> <li>• 2 people should lock up together, if alone contact Manager after locking up to confirm personal safety.</li> <li>• Gates must be locked after Moulding leave the premises. Gate keys must be accessible to all workers at all times.</li> <li>• Manager's contact number to be available to all workers after standard hours in the event of an accident or incident.</li> <li>• Information, instruction, training and supervision given.</li> </ul>	L	
Slips, trips and falls	Employee  Muscular skeletal or death	<ul style="list-style-type: none"> <li>• Department/Area self-inspection – check for any obvious hazards</li> <li>• Ensure that all housekeeping is undertaken prior to working.</li> <li>• Only undertake lone working if suitable contact arrangements are in place.</li> <li>• Easy access to basic First Aid materials and a telephone</li> <li>• Ensure the work area has suitable and sufficient light and space (including outside lights when necessary).</li> <li>• Manager's contact number to be available to all workers after standard hours in the event of an accident or incident.</li> <li>• Information, instruction, training and supervision given</li> </ul>	L	
Fire or other emergency	Employee  Burns, respiratory damage or death	<ul style="list-style-type: none"> <li>• All employees are given Fire Induction when they start work.</li> <li>• Fire alarms are tested weekly</li> <li>• Fire drills carried out twice a year</li> <li>• Fire Prevention Policy and Procedures to be followed by all staff</li> <li>• Easy access to basic First Aid materials and a telephone</li> <li>• Be aware of the emergency contact – Fire Officer</li> <li>• Smoking is not permitted in the building</li> <li>• Use In and Out boards</li> <li>• Manager's contact number to be available to all workers after standard hours in the event of an accident or incident.</li> </ul>	L	

		<ul style="list-style-type: none"> <li>• Information, instruction, training and supervision given</li> </ul>		
Electrical accident	<p>Employee</p> <p>Burns or death</p>	<ul style="list-style-type: none"> <li>• Where provided, Plastica owned electrical items are PAT tested and labelled.</li> <li>• Visual self-inspection – do not use items that appear unsafe (e.g. loose cables or sockets)</li> <li>• Do not interfere with plugs, cables etc. when item is connected to the power supply</li> <li>• Ensure isolators are in use where applicable</li> <li>• Only undertake lone working if suitable contact arrangements are in place.</li> <li>• Easy access to basic First Aid materials and a telephone</li> <li>• Manager's contact number to be available to all workers after standard hours in the event of an accident or incident.</li> <li>• Information, instruction, training and supervision given</li> </ul>	L	
Working with potentially hazardous items of equipment or materials	<p>Employees</p> <p>Death</p>	<ul style="list-style-type: none"> <li>• Do not undertake this work when alone.</li> </ul>	L	
Manual Handling	<p>Employee</p> <p>Musculoskeletal</p>	<ul style="list-style-type: none"> <li>• Do not attempt to lift or move any load single handed which is likely to put you at risk.</li> <li>• Self inspection required</li> <li>• Reschedule any manual handling work to either before the lone working or when assistance is available</li> <li>• Use available lifting aids to facilitate a single person lift</li> <li>• Only undertake lone working if suitable contact arrangements are in place.</li> <li>• Easy access to basic First Aid materials and a telephone</li> <li>• Manager's contact number to be available to all workers after standard hours in the event of an accident or incident.</li> <li>• Information, instruction, training and supervision given</li> </ul>	L	
Intruders	<p>Employee</p> <p>Stress, other injury or Death</p>	<ul style="list-style-type: none"> <li>• Gates must be locked after Moulding leave the premises. Gate keys must be accessible to all workers at all times.</li> <li>• Call 999 immediately</li> <li>• Do not attempt to confront the intruder, leave the building if possible and await the police</li> <li>• Only undertake lone working if suitable contact arrangements are in place.</li> <li>• Park in a well lit area</li> <li>• Easy access to basic First Aid materials and a telephone</li> </ul>	L	

		<ul style="list-style-type: none"> <li>• Manager's contact number to be available to all workers after standard hours in the event of an accident or incident.</li> <li>• Information, instruction, training and supervision given</li> </ul>		
Personal Medical Conditions	Employee  Dependent upon condition	<ul style="list-style-type: none"> <li>• Discuss any relevant medical conditions with your Supervisor/Manager prior to lone working. If agreed that it is not safe, lone working will not be permitted.</li> <li>• Only undertake lone working if suitable contact arrangements are in place</li> <li>• Easy access to basic First Aid materials and a telephone</li> <li>• Information, instruction, training and supervision given</li> </ul>	L	
Forklift Trucks	Employees, visitors and contractors  Crush injuries, broken bones, impalement and death	<ul style="list-style-type: none"> <li>• Ensure keys are removed when not in use</li> <li>• Forklifts to stay within marked areas when possible</li> <li>• Pedestrians to stay within marked areas when possible</li> <li>• All forklifts are fitted with speed limiters</li> <li>• Only trained, competent and approved staff to use Forklifts</li> <li>• Forklifts are regularly inspected and maintained (LOLER)</li> <li>• Horns and flashing beacons are fitted as standard</li> <li>• Pedestrians to take evasive action when horns sounding</li> <li>• Ensure working zone is clear, tidy and has plenty of space and light (including outside lights when necessary). If no lighting is available do not use.</li> <li>• Driver to ensure load is secure, not overweight and correctly loaded</li> <li>• Only authorised people allowed in the yard for deliveries/despatch</li> <li>• Instruction, information, training and supervision</li> </ul>	L	

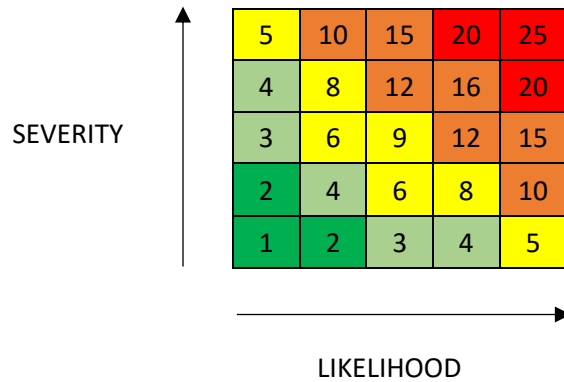
**Ensure the risk control still applies, if not contact the relevant department**

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	<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