

Risk Assessment



Title: Fire Alarm / Emergency Lighting Installation and Servicing

New Chandos House Unit 10 Westside Park
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Internal Ref: 34
External Ref: MD076

General Information

Assessors Name: Iain Wishlade
Assessment Date: 25/03/2021
Next Review Date: 23/03/2023

Affected Parties:
» Visitors » Employees » Public
» Contractors » Others

Risk Matrix

5. Extreme	5 (LOW)	10 (MED)	15 (MED)	20 (HIGH)	25 (HIGH)
4. Major	4 (LOW)	8 (MED)	12 (MED)	16 (MED)	20 (HIGH)
3. Minor	3 (LOW)	6 (MED)	9 (MED)	12 (MED)	15 (MED)
2. Limited	2 (LOW)	4 (LOW)	6 (MED)	8 (MED)	10 (MED)
1. Trivial	1 (LOW)	2 (LOW)	3 (LOW)	4 (LOW)	5 (LOW)
	1. Unlikely	2. Rarely	3. Occasional	4. Frequent	5. Inevitable

RATING

HIGH RISK	Intolerable - Do not start work
MED RISK	Tolerable - Reduce ALARP. Review annually/change.
LOW RISK	Tolerable - Monitor. Review annually/change.

● #1. Travelling between, and working at clients premises.

Pre Control Scoring (Likelihood x Severity = Risk)

L	S	R
3	4	12

Consequence

Potential for breakdowns or road traffic collisions

Control Measures

- » Company vehicles must only be driven by authorised employees that carry a full, in-date UK driving license.
- » Company vehicles to be maintained in accordance with manufacturers recommendations, and have a current MOT certificate (where appropriate).
- » Vehicles to carry a well stocked first aid kit.
- » Drivers to obey traffic signage and adhere to speed limits.
- » Drivers must not operate vehicles under the influence of drugs or alcohol

Consequence

Site-specific issues leading to illness, serious injury or property damage

Control Measures

- » On arrival at clients site, report to reception and undergo any relevant site inductions.
- » Observe all site safety rules (including the wearing of PPE).
- » Maintain good standards of housekeeping whilst working.
- » Obey all site traffic rules and speed restrictions.
- » When walking on site used marked pedestrian routes and crossings. Be aware of all work related vehicles, including fork lift trucks.
- » Take all necessary precautions against transmission of Covid-19 or similar infectious diseases in accordance with current method statement

Final Risk Scoring (Likelihood x Severity = Risk)

L	S	R
1	4	4

● #2. Exposure to asbestos containing materials

Pre Control Scoring (Likelihood x Severity = Risk)

L	S	R
2	5	10

Consequence

Potential to develop asbestos related respiratory diseases

Control Measures

- » On buildings built before the year 2000 request to see the Asbestos register prior to drilling or cutting into any surfaces.
- » Do not drill or cut into areas where Asbestos containing materials are present.
- » Technicians to have asbestos awareness training, refreshed annually.
- » If engineers come across a material suspected of containing Asbestos they should stop work immediately and report to a manager.

Final Risk Scoring (Likelihood x Severity = Risk)

L	S	R
1	5	5

● #3. Use of hand held power tools

Pre Control Scoring (Likelihood x Severity = Risk)

L	S	R
3	3	9

Consequence

High noise levels leading hearing loss

Control Measures

- » New equipment to be selected with reduced noise output.
- » Hearing protection to be worn. Equipment to be selected to bring noise to the ear below 80dBa (do not over protect by reducing the noise to levels that would isolate the worker).

Consequence

High vibration levels leading to damage to nerves and blood vessels

Control Measures

- » New equipment to be selected with reduced vibration output.
- » Safe trigger time to be determined to keep user within the exposure action value.

Consequence

Electric shock

Control Measures

- » Battery powered equipment to be used in preference to mains powered. Where mains powered equipment is used it should be 110v.
- » Pre-use checks to be carried out prior to first use in the day.
- » PAT testing to be carried out in accordance with company policy.

Consequence

Contact with moving parts

Control Measures

- » Power tools only to be used by competent and authorised engineers.
- » Guards (where fitted) to be in place and secure.

Consequence

Airborne particle, potentially causing eye damage

Control Measures

- » Impact resistant safety eyewear to be worn.

Consequence

Airborne dust, potentially causing respiratory issues.

Control Measures

- » On tool dust extraction to be used where practicable.
- » Face-fitted FFP3 respiratory protection to be worn.

Consequence**Control Measures****Final Risk Scoring** (Likelihood x Severity = Risk)

L	S	R
1	3	3

● #4. Manual handling

Pre Control Scoring (Likelihood x Severity = Risk)

L	S	R
3	3	9

Consequence

Sprains or strains

Control Measures

- » Manual handling to be avoided or minimised where practicable (general manual handling associated with these work activities is not considered to carry significant risk).
- » Where a manual handling activity carrying a significant risk is identified, a TILE based assessment will be carried out.
- » All engineers to receive training in good kinetic lifting technique.
- » Safety footwear and suitable gloves to be worn for manual handling activities.

Final Risk Scoring (Likelihood x Severity = Risk)

L	S	R
1	3	3

● #5. Working at height (use of ladders and step-ladders)

Pre Control Scoring (Likelihood x Severity = Risk)

L	S	R
2	4	8

Consequence

Falling from height and falling materials/equipment

Control Measures

- » Engineers to be trained in basic working at height safety.
- » All equipment to be Class 1 or EN131 (or the new EN131 Professional).
- » All equipment to be given a pre-use check before use.
- » All ladders/step-ladders to be given a formal visual inspection at no more than six monthly intervals
- » here necessary work areas shall be protected by barriers and signage.
- » Extension poles should be used when detection equipment is outside of the normal reach of steps or A-frame ladder.
- » Any mobile tower scaffold or MEWP use will be covered under separate and specific risk assessment.
- » Whilst access to mezzanine areas is not technically working at height, engineers will only access high level areas where robust guarding and suitable access is in place.

Final Risk Scoring (Likelihood x Severity = Risk)

L	S	R
1	4	4

● #6. Working with electricity

Pre Control Scoring (Likelihood x Severity = Risk)

L	S	R
2	5	10

Consequence

Electric shock, burns or fire

Control Measures

- » Only qualified and competent electricians to undertake electrical work.
- » Where practicable always carry out dead working (circuits that are not live/charged).
- » The supply should be cut off and the isolation secured.
- » Where applicable retain keys and post 'caution' and 'danger' notices.
- » Before starting work the conductors should be proven dead.
- » Apply circuit mains earth(s) where necessary.
- » Take precautions against adjacent live parts where necessary.
- » Issue permit to work where necessary (or comply with clients permit).
- » Apply local earth(s) where necessary.

Final Risk Scoring (Likelihood x Severity = Risk)

L	S	R
1	5	5

#7. Testing alarms sirens/sounders

Pre Control Scoring (Likelihood x Severity = Risk)

L	S	R
4	3	12

Consequence

High noise levels resulting in reduced hearing or deafness.

Control Measures

- » Use the correct ear plugs or ear defenders when testing sirens.
- » Only carry out siren testing in short bursts.

Final Risk Scoring (Likelihood x Severity = Risk)

L	S	R
1	3	3

#8. Injury through heat or cold stress

Pre Control Scoring (Likelihood x Severity = Risk)

L	S	R
3	4	12

Consequence

Heat injury while working in hot environments, Hypothermia while working in cold environments

Control Measures

- » Work to be planned to minimise time of exposure to hot or cold environments
- » Engineers to seek advice from HQ staff if location is unexpectedly hot or cold
- » Engineers are provided with both long and short sleeved uniform, gloves, sweatshirts and insulating outerwear
- » Engineers to maintain adequate levels of hydration to minimise risk of heat stress
- » Engineers are made aware of early warning signs of heat stress or hypothermia to enable them to identify early onset and take steps to remove themselves from the hazard

Final Risk Scoring (Likelihood x Severity = Risk)

L	S	R
1	4	4

Signature:

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