

# Risk Assessment



## Title: Servicing Portable Fire Extinguisher On Trolley

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**Internal Ref:** 23  
**External Ref:** MD092

### General Information

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

### 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

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

## ● #1. Travelling between and working on clients sites

### Pre Control Scoring (Likelihood x Severity = Risk)

L	S	R
3	4	12

#### Consequence

Potential for break-downs or road traffic accident.

#### 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 MOT tested (where applicable).
- » Company vehicles to carry a well stocked first aid kit.
- » Drivers to obey traffic signage and adhere to all speed limits
- » Drivers must not operate vehicles under the influence of drugs or alcohol
- » Drivers to follow company policy on mobile phones (work related road safety)
- » Drivers to follow company guidance on fatigue
- » Drivers to carry waterproof coat in vehicle, torch or mobile phone with torch

#### Consequence

Site specific issues leading to serious illness, injury or property damage whilst working on client premises

#### Control Measures

- » Park in a safe position
- » On arrival at clients site, report to reception sign in and undergo any relevant site inductions
- » Observe all site safety rules (including the wearing of PPE)
- » Maintain good standards of housekeeping whilst working
- » Observe all site traffic rules and speed restrictions
- » When walking on site use marked pedestrian routes and crossing points, 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. Lone working

### Pre Control Scoring (Likelihood x Severity = Risk)

L	S	R
2	4	8

#### Consequence

Emergency situations such as medical emergencies or physical assault.

#### Control Measures

- » Head office to be aware of daily work schedule
- » Where possible maintain regular contact with the office
- » Ensure a mobile phone is carried by all mobile technicians
- » Employees should make their manager aware of any medical conditions that may affect their safety whilst carrying out their job.
- » Employees to follow company lone working policy
- » Make client aware of any medical conditions

### Final Risk Scoring (Likelihood x Severity = Risk)

L	S	R
1	4	4

## ● #3. Manual handling - Extinguisher Servicing On Trolley

### 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.
- » Individual extinguishers will not exceed 16kg in weight.
- » Trolley to be secured before work commences to prevent tipping or rolling

### Final Risk Scoring (Likelihood x Severity = Risk)

L	S	R
2	3	6

● #4. Refilling and repressurising of extinguisher (pressurised gas and potentially harmful substances)

**Pre Control Scoring** (Likelihood x Severity = Risk)

<b>L</b>	<b>S</b>	<b>R</b>
3	3	<b>9</b>

**Consequence**

Injury or illness caused by exposure to pressurised substance

**Control Measures**

- » Work activity to be carried out by a trained a competent technician (BAFE accredited)
- » Safety glasses and face-fitted FFP3 mask to be worn in addition to company/client PPE
- » Some of the extinguisher media may, in certain circumstances harm health. The technician must refer to the appropriate COSHH assessment and strictly follow the required controls measures
- » Remove extinguisher from trolley before servicing commences
- » Note: The pressurised gas used is not flammable

**Final Risk Scoring** (Likelihood x Severity = Risk)

<b>L</b>	<b>S</b>	<b>R</b>
1	3	<b>3</b>

**Signature:**