

# Risk Assessment



Title: Security Systems/CCTV/Access Control Installation & Servicing

New Chandos House Unit 10 Westside Park  
Belmore Way, Raynesway  
Derby  
DE21 7AZ  
compliance@oheap.co.uk | 01332366721

**Internal Ref:** 34  
**External Ref:** MD112

## 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

<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 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 technicians 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 technicians.
- » 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 technicians 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

- » Technicians 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, technicians 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** (Likeliness 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** (Likeliness x Severity = Risk)

L	S	R
1	3	3

**Signature:**