

1.0 Method statement

Kings House

Location of works:
Kings House

Site address:
40-42 King Street West
Manchester
M3 2WY

Project reference: 2126
Client: Bruntwood
Principal contractor: Amspec Ltd
Start date and end date: 29/04/2024 to 27/05/2025

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Position: Health, Safety & Compliance Co-Ordinator

1.1 Description of activity

RAMS developed for Amspec works to cover site attendance and site set up activities.

Separate RAMS will be developed for specific tasks to be reviewed and signed by operatives carrying out the works

Mechanical, electrical and plumbing works RAMS will be carried out by the relevant sub-contractors and will be approved before work begins.

1.2 PPE Requirements



Safety Hats



Safety Boots



Hi Vis Vest



Safety Gloves



Safety Goggles



Long Sleeves and
Trousers

1.3 Specific PPE requirements

- **Mandatory PPE requirements are:** Hard hat, High Visibility Vest, Safety Footwear with an S3 rating, gloves (specified types as follows)
- Welding gauntlets(gloves)
- Brazing goggles
- Flame retardant overalls
- RPE fume extraction welding hood

Gloves conform to EN388:2003

The traffi TG1210 glove must be worn when moving or handling, materials or for manual handling activities

The Beeswift Kutstop amber glove **must** be worn when using utility knives.

Kevlar gloves (and sleeves-gauntlets) must be worn when handling glass, regardless of the size or quantity

- Additional PPE requirements may include, goggles, safety glasses, dust masks, ear defenders. These will be specified in the task specific risk assessments, please ensure you read the PPE requirements carefully before work begins
- Dust masks must have FFP3 filters
- Operatives must be face fit tested
- Check COSHH assessments as they will specify any additional PPE requirements for products being used

PPE considerations for the hot works may include:

1.4 Risk assessment register

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1.5 Sequence of operations

1.5.1 General

General actions

- Inform anyone who may be affected by the work any dangers or hazards present.
- Erect signs and/or barriers as required.
- Ensure the safe use of all tools and equipment in accordance with risk assessment.
- Ensure all tools required are in good working order.
- Ensure you have all PPE as named in risk assessment.
- Carry out pre-use inspection on all PPE to check for signs of damage, defect or tampering
- Store all materials in safe piles away from common walk through areas and fire exits.

1.5.2 Working at height

Erect mobile tower

- Ensure all operatives involved with the tower erection have an in date PASMA certification.
- Push castor into adjustable leg into 2 rung span frame. Lock Castors. Repeat procedure with 2 rung ladder frame.
- It is recommended that for ease of levelling a gap of 50mm is left between bottom of the leg and adjustable nut. Adjustable legs are for levelling only. You must not adjust all four to gain extra height.
- Fit one horizontal brace (red) onto vertical of a span frame, just above the bottom rung, with the claw facing outwards. The frame will now be self supporting.
- Note: All locking claws be opened before fitting.
- Position the ladder frame and fit the other end of the horizontal brace on to the vertical, just above the bottom rung. Fit the horizontal brace between the bottom rungs on the other side of the frames to square the tower.
- Fit 2 additional end frames ensuring the frame interlock clips are engaged. Fit 2 diagonal braces (blue) in opposing directions, between the 1st and 3rd rungs. Ensure the frame are vertical and level by checking with a spirit level and setting the adjustable legs as required.
- Fit a temporary deck on the lowest rungs. Fit a trapdoor deck on the 4th rung with the trapdoor next to the ladder. Ensure the trapdoor is positioned with the hinges towards the outside of the tower as shown. Climb the ladder and from the protected trap door position, fit guardrails on 5th & 6th rungs (in that order) on both sides of the platform.
- Remove the temporary deck from the lowest rung.
- Fit the next pair of diagonal braces in opposing directions between 3rd & 5th rungs add 2 additional end frames.
- Add two more diagonal braces between the 5th and 7th rungs. If finishing at this height (4.2m platform) reposition the fixed deck to the 8th rung on the tower. Fit a trapdoor deck alongside it, with the hinges towards the outside of the tower, and the trap door next to the ladder. Add a single diagonal between the 7th & 9th rungs as shown. Climb up the ladder and from the protected trapdoor position, fit the guardrails on the 9th & 10th rungs in that order on both sides of the tower.
- Continue to add pairs of end frames, diagonal braces and fit trapdoor decks as shown in the previous steps. Add guardrails 0.5m – 1.0m (in that order) above the platform from the protected trapdoor position.
- Continue until the height required is reached. Re position the fixed deck to the required platform height and fit a trapdoor deck alongside it. Fit a single diagonal at the top of the tower as shown. Fit the guardrails.
- Fit toeboards.

Use of step ladders

- Before you use a ladder, you have considered if the work can be carried out by a safer method such as mobile tower.
- All ladders are inspected before and after use, especially rungs, treads and stiles. Do not use any ladder if it is defective, obtain a replacement. Ladders should be formally inspected every 6 months (sticker should be shown on steps).
- The ladder is significantly strong and long enough for its intended use.
- The base of the ladder is placed on a firm, level and dry surface.
- You always keep your body facing the ladder at all times with your feet in the middle of the ladder rungs.
- When climbing up or down, use both hands on the stiles.
- When working from a ladder you should always have 3 points of contact, i.e. both feet and at least one hand.
- If using a ladder over a doorway always ensure that the door is locked or egress prevented and appropriately signed to warn of men at work.
- Don't Ever:
- > Use a ladder for work at height other than for short duration work or inspection.

- > Use a ladder in heavy rain
- > Overreach when using a ladder
- > Have more than one person on a ladder at any one time.

1.5.3 Manual handling

Pushing and pulling

- Pushing and pulling is done using the body's own weight; lean forward when pushing, lean backwards when pulling
- Ensure you have enough grip on the floor to be able to lean forward/ backwards
- Avoid twisting and bending your back
- Handling devices have handles/hand grips so that you can use your hands to exert a force; handle height should be between the shoulder and waist so that you can push/pull in a good, neutral posture
- Handling devices are well-maintained so that the wheels have appropriate size and they run smoothly
- Floors are hard, even and clean

Dual / two person lift

- Decide who will be caller (The caller co-ordinates the lift and ensures each lifter knows what to do and when)
- Assess the weight
- Correct positioning of feet and straight back - Comfortably apart with one leg slightly forward to maintain balance; One foot positioned in direction of movement; Other foot where it can give maximum thrust to the body
- Correct grip or use of handles where applicable - A full palm grip will reduce muscle stress to the arms and decrease the possibility of the load slipping
- Continue to dynamically assess the environment during lift / movement
- Lift together and relax load down together

Control for loading of vehicles

- Consider the equipment required and how it will be stowed in your vehicle. Rackign to be utilised and maintained if installed
- Check load capacity of vehicle and always distribute load evenly
- Secure items so they are not going to cause you, the vehicle or the equipment any damage during travel
- Load the vehicle so that unloading occurs on the non-traffic side (if possible)
- Load items in the order they are required and safe to get at when you have stopped
- Remember to allow for any passengers that need to be carried

1.5.4 Site set-up

Installation of compound and storage areas

- Prior to using the excavator, drawing and surveys of underground services should be checked.
- Ground is to be CAT Scanned to survey for buried services.
- Operator and supervisor are to ensure emergency procedures are in place (i.e. in the event of striking buried services, discovering contaminated ground, buried asbestos) prior to breaking ground.
- Use the excavator to remove the existing topsoil and load it into the dumper for it to be taken to the topsoil stockpile
- The excavator must then blade off and level the existing ground
- Once the haul road is completely excavated and levelled, place a layer of geotextile material on the excavated area
- Once all the topsoil has been stripped and transported to the stockpile area, cover the stockpile with geotextile to prevent damage to the material
- Then place and compact a layer of MOT Type 1 stone or similar. The dumper must tip the stone onto the laid out geotextile materials, where the excavator must level the stone out to the required depth compact using a roller

1.5.5 Joinery and carpentry

Joinery work

- Begin by locating the area the joinery works by using the drawing of the work area.
- Measure the area using the drawing for dimensional information.
- Locate joinery items as required
- Fit & install as per agreed scope

- Clean work site and remove all packaging, tools, sawdust, wood and anything else that is left over from the operation

1.5.6 Dry lining, plastering or tape jointing

Plastering

- Cover any surfaces, which are to be protected against the work being carried out.
- Hack off cracked and de-bonded wall plaster place all waste materials in waste bags and/ or in neat waste piles away from walk through areas.
- Or ensure the plasterboard wall is prepared and joints have fibre tape applied in accordance with manufacturers recommendations
- Remove all loose particles and dust from exposed brickwork prior to applying render
- Ensure plasterboard surface is free from dust particles
- All beads to be cut to lengths and fixed with galvanised nails. Any scratch coat will be allowed to dry before the application of final coat which will be ruled level and finished with either wooden float or steel trowel.
- Care will be taken to ensure the correct mix as well as a good supply of clean water for mixing materials
- Apply plaster mix to the wall finish at approximate thickness of 3mm
- Clean work site and remove all packaging, tools and equipment

1.6 Emergency procedures

- Copy of emergency procedures will be displayed on the site board and included in the construction phase plan
- Any changes in emergency procedures will be communicated

Amspec will ensure that the site emergency procedures are followed and that relevant information is given to operatives at time of induction .

All operatives must adhere to emergency procedures at all times

A map to the nearest hospital is provided in the construction phase plan and is displayed on the site board

RIDDOR requires deaths and injuries to be reported to HSE, the following injuries are reportable when they result from a work-related accident:

- The death of any person (Regulation 6)
- Specified Injuries to workers (Regulation 4)
- Injuries to workers which result in their incapacitation for more than 7 days (Regulation 4)
- Injuries to non-workers which result in them being taken directly to hospital for treatment, or specified injuries to non-workers which occur on hospital premises. (Regulation 5)

1.7 Training

All operatives will have the following training:

- CSCS card
- Manual Handling
- Asbestos Awareness
- Abrasive wheel
- Relevant trade qualification (for trades-persons)

Operatives who erect mobile scaffold towers will be PASMA trained

Operatives who operate MEWPS (3a, 3b, 1b) will be IPAF trained

Site Management Team will have the following training

- A minimum of SMSTS for Site Managers and Project Managers
- A minimum of SSSTS for Foremen
- CSCS Card
- IOSH Managing Safely
- Risk Assessment Training

Other training certificates or licences such as

- Forklift truck
- Dumper / excavator

will be in place as required before work begins

1.8 First aid facilities

A first aid box with enough equipment to cope with the number of workers on site will be provided for by Amspec

- The details of the appointed first aider and location of first aid provisions will be briefed during the site induction.
- Refer to the nearest hospital displayed on the site board and included in the construction phase plan
- If you are not first aid trained, you must not attend to an injured person- contact the first aider immediately

If an accident occurs, you must report this to management immediately

An accident investigation will be carried out

1.9 Legislation

- Health and Safety Work Act 1974
- Fire Safety Act 2021
- The Management of Health and Safety at Work Regulations 1999, amendment 2006
- Workplace (Health, Safety and Welfare) Regulations 1992
- The Control of Asbestos Regulations 2012
- Provision and Use of Work Equipment Regulations (PUWER) 1998
- The Reportable Injuries Diseases & Dangerous Occurrence Regulations 2013 (RIDDOR)
- Control of Substances Hazardous to Health Regulations 2002
- The Work at Height Regulations 2005
- The Personal Protective Equipment at Work Regulations 2022
- The Manual Handling Operations Regulations 1992
- The Construction (Design and Management) Regulations 2015

1.10 General waste handling

- A suitable route to transport waste must be considered prior to the work.
- Internal routes should be protected to prevent damage to the fabric and decoration of the building. Particular attention should be made to door frames and sharp changes of route direction.
- If external routes cross pedestrian footpaths an alternative route should be provided for the public. The waste route should be segregated using barrier fencing with suitable signage to direct the public to the alternative pathway and prevent unauthorised persons accessing the waste route.
- Ensure the correct PPE is worn when handling waste.
- Use good manual handling techniques in line with manual handling trained
- Report any environmental waste accidents or spillages immediately to management who will put into action the emergency waste containment plan and inform the relevant authorities.
- Report any contamination to management immediately
- Never throw waste into skips, ensure this is placed in a controlled manner to prevent bounce back

1.11 Welfare requirements

Welfare arrangements will be provided at induction and will be outlined in the construction phase plan

Welfare facilities will consist of

- Toilets with hand washing and drying provisions
- Washing facilities suitable for the work taking place
- Drinking water, hot and cold or warm water
- All welfare areas will have adequate shelter, heating, lighting, ventilation and be suitable cleaned
- Rest areas with tables and chairs
- Provisions for heating food and water

Welfare areas must be kept clean and tidy at all times

Waste must be removed immediately after use and placed in waste bins provided

Smoking, vaping or e-cigarettes are not permitted in any welfare locations

1.12 Hazardous substances

COSHH Assessments will be in place for all hazardous substances

These must be read before work begins

1.13 Hazardous waste

- Hazardous waste such as asbestos must be collected by an approved licensed contractor.
- Hazardous waste should not be put with non-hazardous waste or sent for landfill.
- Sharps must be reported to management immediately who will arrange a competent contractor to remove the waste accordingly
- Hazardous items disposal procedures will be followed as identified in COSHH assessments.
- All efforts will be made to substitute COSHH materials for less noxious water-based materials.

1.14 Use of skips

- Waste is to be deposited into a skip.
- Barrier fencing should be positioned around the skip with 'keep out' signage attached.
- Skips will be covered and secured to reduce the risk of arson and theft.
- Skips should be positioned a minimum of 6m away from buildings or other objects to reduce the spread of fire and to satisfy the requirements of insurance.
- Skips should be positioned to allow easy access for the skip vehicles to drop off new skips and collect full skips.
- Always use a banksman when skip vehicles are reversing.
- Skips are to be emptied regularly to reduce the risk of arson and theft.
- No hazardous material is to be deposited into skips.
- Never climb into a skip.

1.15 Tools and equipment

- All equipment or tools brought on to premises will be of sound construction and will meet the statutory requirements applicable to these tools or equipment.
- Tools and equipment used on site will be inspected by competent staff on a regular basis to ensure they are fit for purpose.
- Electrical tools will be regularly PAT tested.
- Only competent operatives will use equipment that requires adequate training.
- Any unused tools will be kept locked in toolboxes.
- Hand tools
- Sawing tools
- Cutting tools
- Planing tools
- Shaping tools
- Drilling or boring tools
- Holding and clamping tools
- Step ladders/podium steps/access towers
- Power tools (battery or 110v)
- Step ladders/hop ups/podium steps/access towers
- Mixing equipment or plant
- Table tile saw (110v)
- Mechanical tile cutter
- Trowel
- Mixing tools
- Stake driving tools

Refer to risk assessment specific control measures for any tools & equipment.

1.16 Working from height

- When working at height, site operatives must ensure that the working area is cleared on a period basis to ensure that there is continually a clear and safe working area to prevent slips trips and falls.
- When using access equipment for working at height, operatives will make sure they check if the equipment is 'fit for purpose', i.e. if inspection tag is attached and in date.
- Working at height equipment should be inspected every 7days.
- If no tag is attached to access equipment, operatives will not use the equipment and report to supervisor.
- Any access equipment that need to be built will be done so my competent operatives who have industry accepted training certificate (i.e. PASMA)

1.17 Manual handling

Manual handling aids will be used if available

The Manual Handling Operations Regulations (MHOR) 1992 establish a clear hierarchy of measures for dealing with risks from manual handling, these are:

- Avoid hazardous manual handling operations so far as is reasonably practicable.
- Assess any hazardous manual handling operations that cannot be avoided.
- Reduce the risk of injury so far as is reasonably practicable.
- The workforce will be trained to, observe safe lifting techniques, and safely handle loads.
- No one will be expected to lift on their own, materials weighing more than 25kg.
- Safe manual handling procedures should be followed at all times.

There are some basic principles that everyone should observe prior to carrying out a manual handling operation:

- Ensure that the object is light enough to lift, is stable and unlikely to shift or move.
- Heavy or awkward loads should be moved using a handling aid.
- Make sure the route is clear of obstructions.
- Make sure there is somewhere to put the load down wherever it is to be moved to.
- Stand as close to the load as possible, and spread your feet to shoulder width.
- Bend your knees and try and keep the back's natural, upright posture.
- Grasp the load firmly as close to the body as you can.
- Use the legs to lift the load in a smooth motion as this offers more leverage reducing the strain on your back.
- Carry the load close to the body with the elbows tucked into the body.
- Avoid twisting the body as much as possible by turning your feet to position yourself with the load.

When ever manual handling is to be undertaken, especially if it is an uncommon or high risk task, an assessment of four specific activities – Task, Individual, Load and Environment (easily remembered by the acronym TILE) needs to be implemented:

T - The Task

Does the activity involve twisting, stooping, bending, excessive travel, pushing, pulling or precise positioning of the load, sudden movement, inadequate rest or recovery periods, team handling or seated work?

I - The Individual

Does the individual require unusual strength or height for the activity, are they pregnant, disabled or suffering from a health problem. Is specialist knowledge or training required?

L - The Load

Is the load heavy, unwieldy, difficult to grasp, sharp, hot, cold, difficult to grip, are the contents likely to move or shift?

E- The Environment

Are there space constraints, uneven, slippery or unstable floors, variations in floor levels, extremely hot, cold or humid conditions, poor lighting, poor ventilation, gusty winds, clothing or Personal Protective Equipment that restricts movement?

1.18 Mental health - general management recommendations

Mental Health First Aiders are:

Michelle Aidley - Health Safety and Compliance Co-Ordinator

Lisa Derbyshire - Human Resources

David Hare - Head of Projects

Ring: 01942621342 if you would like to speak to a Mental Health First Aider

- Mental health awareness training is provided to all operatives
- Amspec employees have access to the Employee assistance programme, log in details will be provided at company induction
- Contact a mental health first aider for support and guidance



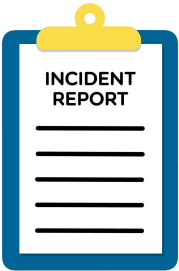
A signed mental health policy to show senior management support



Regular check in with remote staff to ensure they are ok



Toolbox talk in place to increase workforce awareness on mental health



A system for reporting incidents and concerns



Training is made available on mental health



Mental health first aiders (MHFA) are available



1.19 Hot works permit

Always assess whether works can be completed via cold techniques before proceeding with a hot works permit

The hot works permit must address the following points:

- What work will be done
- How and when it is to be done
- What safety and health precautions are needed
- Who is responsible for checking it is safe to start
- Who will check the work is done safely
- Who is responsible for confirming that work is complete and there is no longer a risk from, or to, the people doing the work.
- Start and finish times for hot works
- Location of works
- Type of activity
- Designated fire watch time

All work will be undertaken by qualified competent persons with experience of the type of work described above, and in all cases in full accordance with safety procedures specified in the company's health and safety Policy.

The work activities described within this method statement and all associated safety measures are not to be deviated from in any way. If, for any reason, the method statement cannot be implemented in full or should the described process be found inadequate for the purpose of providing a safe working environment, the affected activities must cease until such time as the method statement has been amended and re-approved as appropriate with any changes communicated by a toolbox talk to all employees involved before work recommences.

2.0 Risk assessment

Kings House

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 Manchester
 M3 2WY

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Example risk matrix

Likelihood 4
 x
 Severity 5
 =
 Risk/residual risk 20

		Likelihood				
		Very Unlikely	Unlikely	Possible	Likely	Very likely
		1	2	3	4	5
Severity	Negligible 1	1	2	3	4	5
	Minor 2	2	4	6	8	10
	Moderate 3	3	6	9	12	15
	Major 4	4	8	12	16	20
	Extreme 5	5	10	15	20	25

2.1 Exposure and release of asbestos

2.1.1 Task: Exposure and release of asbestos

Hazard	Risk	Control measures	RR
Fatal disease (asbestosis) caused by inhaling asbestos fibres	4	PPE: Safety footwear with steel toe cap and mid sole protection, hard hat, high visibility vest	2
	x		x
	5	Asbestos refurbishment and demolition survey to be carried out to identify location, condition and type of any asbestos containing materials within the building before work commences	5
	=		=
	20	The asbestos survey must be read at induction by all operatives to ensure ACM locations are known before work begins	10
		If the existing survey does not cover the area(s) where work is carried out STOP WORK and report to site management immediately	
		If asbestos is suspected,	
		STOP WORK	
		-Report to site management immediately	
		- Refer to the HSE guidance document EM1 'Asbestos essentials' before work continues	
		-Display warning signage and put physical barriers around the area to prevent access	
		-An approved asbestos contractor must be appointed immediately, and samples taken of the suspected ACM	
		- Work must not continue until results of the samples are returned.	
		- If results are negative, work can re-commence	
		- If results are positive this will be removed by a licenced contractor before works commence	
		Asbestos awareness training provided for employees	
Persons at risk: All site operatives			

2.2 Slips, trips and falls

2.2.1 Task: Movement at ground level

Hazard	Risk	Control measures	RR
Severe strains, sprains and muscle breaks	<div>3</div> <div>x</div>	PPE: Safety footwear with steel toe cap and mid sole protection, hard hat, high visibility vest	<div>2</div> <div>x</div>
	<div>3</div> <div>=</div>	Good housekeeping monitored on site by all operatives	<div>3</div> <div>=</div>
	<div>9</div>	Keep walkways and working areas clear at all times	<div>6</div>
		Ensure emergency exit routes are clear and free from obstruction at all times	
		Ensure any spillages are cleaned up immediately.	
		Ensure lighting is sufficient.	
		Ensure safety footwear is worn and kept in good condition, particularly the sole and grip	
		Carry out regular checks on footwear to ensure that the sole/grip is in good condition	
		If any issues are identified this must be rectified before work continues	
Persons at risk: All site operatives			

2.3 Manual Handling

2.3.1 Task: Moving of materials of a regular shape and size

Hazard	Risk	Control measures	RR
Injuries sustained from incorrect manual handling of materials with a regular shape and size	5	PE: Gloves (with grip properties), goggles or spectacles, safety boots, hard hat	2
	x		x
	3	Manual handling training provided, if a formal certificate is unavailable a detailed toolbox talk will be implemented before work commences	3
	=		=
	15	All manual handling tasks take into account the TILEO method (task, individual, load, environment, other) – refer to tool box talk	6
		Mechanical lifting used where required	
		Ensure that all aspects of manual handling are considered, including:	
		Lifting	
		Carrying	
		Twisting	
		Stooping	
		Reaching	
		Pushing	
		Pulling	
		Offloading	
		Repetitive handling	
		Longer distance carrying	
		If any issues are identified this must be reported to site management immediately	
		Break the load into more manageable loads where possible.	
		Ensure lighting is adequate and walkway is cleared from debris and materials.	
		Secure load properly before moving	
		Check the weight of the load before handling	
Persons at risk: User			

2.4 Fire

2.4.1 Task: Fire

Hazard	Risk	Control measures	RR
Serious injury / fatality	5	Trained and competent Fire Marshal/warden to be identified before work commences	1
	x		x
	4	Emergency procedure in place and delivered at induction	5
	=	Fire risk assessment to be carried out before work commences	=
	20	Emergency escape routes to be identified and kept free from obstruction at all times	5
		Flammable materials must be sufficiently stored , held in small quantities and segregated in line with the COSHH assessment(s)	
		Emergency signage to be provided	
		Fire fighting equipment to be positioned throughout at designated points.	
		Fire fighting equipment only to be used by trained operatives and not to be used for anything other than their intended use	
		A Fire assembly point to be established and all operatives informed of the location	
Method of raising the alarm to be identified and covered in site induction			
Smoke/Heat detection to be in place and identified before work begins (this must be outlined in the construction phase plan and fire risk assessment before work begins)			
Hot works permits to be carried out for any hot works taking place			
No hot works to be carried out 1 hour before closure			
Designated hot works stations to be implemented			
Display warning signage to warn others of areas of no access and hot works taking place			
Fire Risk assessment in place			
Fire emergency escape plan in plan			
Persons at risk: All site operatives			

2.5 COSHH (Control of substances hazardous to health)

2.5.1 Task: COSHH (Control of substances hazardous to health)

Hazard	Risk	Control measures	RR
Major or minor injuries	<div>2</div> <div>x</div>	PPE: Review all COSHH Assessments before work begins to ensure PPE requirements are understood and in place before work begins	<div>1</div> <div>x</div>
	<div>3</div> <div>=</div>	Ensure a COSHH assessment is in place for the following;	<div>3</div> <div>=</div>
	<div>6</div>	Chemicals	<div>3</div>
		Products containing chemicals	
		Fumes	
		Dusts	
		Vapours	
		Mists	
		Nanotechnology	
		Gases and asphyxiating gases and	
		Biological agents (germs). If the packaging has any of the hazard symbols then it is classed as a hazardous substance.	
		Germs that cause diseases such as leptospirosis or legionnaires disease and germs used in laboratories.	
		All COSHH items kept in small quantities and must be stored in a, well ventilated, lockable & secure area (in line with COSHH assessment storage information)	
		MSDS available along with COSHH assessments	
		Ensure area is well ventilated.	
Persons at risk: All site operatives			

2.6 Discarded Sharps

2.6.1 Task: Working around needles, syringes or other sharp objects

Hazard	Risk	Control measures	RR
Direct contact with any hypodermic needles or syringes within the work area breaking skin and infecting operative with potentially fatal diseases	<div>2</div>	If sharps (needles) are discovered, securely cordon the area and report to site management immediately	<div>1</div>
	x		x
	<div>4</div>	Sharps only to be removed by a competent and trained person	<div>4</div>
	=	Display warning signage and install physical barriers around the affected area(s)	=
	<div>8</div>	Do not attempt to remove any needles or syringes	<div>4</div>

Persons at risk: User

2.6.2 Task: Working around knife blades

Hazard	Risk	Control measures	RR
Cuts, bruises and abrasions	<div>3</div>	Do not place used blades in general waste	<div>2</div>
	x	Do not leave used blades unattended in working areas	x
	<div>4</div>	Do not place used blades in pockets or clothing	<div>4</div>
	=	Blade safe containers must be used for the disposal of utility knife blades	=
	<div>12</div>		<div>8</div>

Persons at risk: User

2.7 Construction dust

2.7.1 Task: Working around or causing construction dust

Hazard	Risk	Control measures	RR
Lung cancer, silicosis, chronic obstructive pulmonary disorder (COPD) or asthma caused by inhaling construction dust	<div>4</div> <div>x</div> <div>5</div> <div>=</div> <div>20</div>	<p>When operating plant that causes dust, the operative is to refer to the specific risk assessment for this plant.</p> <p>Operatives are to consider using a different method of work altogether when operating tools that create dust.</p> <p>The right size building materials are to be used so that less cutting or preparation is needed.</p> <p>Where possible, operatives are to use a less powerful tool that creates less dust, brick breaking tools such as hammers and bolsters and clock breakers are to be used where possible instead of grinders and cutting tools</p> <p>Designated cutting stations will be allocated in areas which are isolated and well ventilated.</p> <p>When alternatives cannot be used and dust control not sufficient, water is to be used for the entire length of the task or/and local exhaust ventilation system (LEV) will be used.</p> <p>A FFP3 dust mask that is face-fit tested, tight goggles or a face mask is to be worn at all times.</p> <p>Operatives are to maintain a high level of housekeeping, using filter vacuums for debris, bagging and removing waste according to local regulations and the site management plan.</p>	<div>1</div> <div>x</div> <div>5</div> <div>=</div> <div>5</div>
Persons at risk: All site operatives			

2.8 Using cartridge tools

2.8.1 Task: Using cartridge tools

Hazard	Risk	Control measures	RR
Injuries sustained from contact with cartridge projectiles	<div>4</div> <div>x</div> <div>3</div> <div>=</div> <div>12</div>	<p>Only trained operatives in the safe use of cartridge tools may this tool</p> <p>Cartridge operated tools should NEVER be used in a careless manner</p> <p>A cartridge operated tool shall have a rigid, lockable box or case, provided with compartments, to contain the splinter guard; the operating and maintenance instructions and a pair of goggles</p> <p>Pins should not be driven through pre-drilled holes unless a special adapter is used which will ensure that the pin is guided right up to the instant of contact with the working surface</p> <p>When loading the tool there should be no need for more than light finger pressure to insert the cartridge. If more than that is necessary, the attempt to load should be abandoned and the tool returned for examination</p> <p>Cartridge operated tools should not be used in areas where there is flammable vapour or risk of dust explosion</p> <p>A tool should never be left unattended when loaded, and should only be loaded as the last operation immediately prior to firing</p>	<div>1</div> <div>x</div> <div>3</div> <div>=</div> <div>3</div>

Persons at risk: User

2.8.2 Task: Use of cartridge tools

Hazard	Risk	Control measures	RR
Injuries from loss of balance whilst working at height with cartridge tools	<div>3</div> <div>x</div> <div>3</div> <div>=</div> <div>9</div>	<p>General working from height shall follow the working from height risk assessment, ladders should not be used when using cartridge tools, instead a work should take place from a firm and stable position such as a podium or tower.</p> <p>Consider using fall arrest systems when necessary</p> <p>Where there is insufficient edge protection in place to prevent a fall from height, a fall arrest system should be used and a rescue plan agreed</p> <p>If using a mobile tower, scaffold should be securely tied to the structure</p> <p>Consider using fall arrest systems when necessary</p>	<div>1</div> <div>x</div> <div>3</div> <div>=</div> <div>3</div>

Persons at risk: User

2.9 Working around live electrical equipment

2.9.1 Task: Electric Shock Electrical items used on site

Hazard	Risk	Control measures	RR
Contact with live electrical equipment whilst undertaking work, causing serious or fatal injuries due to, incomplete installation, poor building maintenance or unfit safe system of work being employed	<div>4</div> <div>x</div> <div>5</div> <div>=</div> <div>20</div>	<p>All electrical items must be PAT tested</p> <p>A label or sticker must be clearly displayed on the item to demonstrate when last testing took place</p> <p>If PAT testing labels are not in place report to site management immediately for testing to be arranged</p> <p>Only 110v electrical items are permitted for use</p> <p>Any other voltage required must be discussed and pre-agreed with the Health, Safety & Compliance Co-Ordinator and Construction Director before work commences</p> <p>Carry out a pre-use check before each use to identify signs of damage, defect or tampering (ensuring the item, cable & plugs are checked)</p> <p>If any issues are identified this must be put out of use and clearly marked as DO NOT USE or dispose of completely if the item is beyond repair</p> <p>Only trained and competent persons permitted to carry out any repairs or adjustments on electrical item(s)</p>	<div>1</div> <div>x</div> <div>5</div> <div>=</div> <div>5</div>

Persons at risk: All site operatives

2.9.2 Task: Electric Shock – Works on electrical services

Hazard	Risk	Control measures	RR
Serious or fatal burns and injuries from electric shock	<div>4</div> <div>x</div> <div>5</div> <div>=</div> <div>20</div>	<p>PPE: Review all COSHH Assessments before work begins to ensure PPE requirements are understood and in place before work begins</p> <p>Work only carried out by approved and competent electrical sub-contractors</p> <p>RAMS to be provided and reviewed before any works commence</p> <p>All sub-contractors are subject to approval and submission of relevant qualifications and training before work commences</p> <p>Isolation procedures must be completed with site management before any work begins</p> <p>Permit to work on electrical services must be in place before work begins</p> <p>If in doubt STOP WORK and discuss with site management</p> <p>Any live services must be clearly labelled with use of signage</p> <p>Information provided at induction to all operatives</p>	<div>1</div> <div>x</div> <div>5</div> <div>=</div> <div>5</div>

Persons at risk: All site operatives

2.10 Working on mobile scaffold

2.10.1 Task: Working on mobile scaffold

Hazard	Risk	Control measures	RR
Falls or serious injury from collapse of structure due to unsafe erection	<div>2</div>	Mobile towers erected/assembled by PASMA trained operatives	<div>1</div>
	x	A daily pre-use check must be carried out by a PASMA trained operative to identify signs of damage, defect or tampering	x
	<div>4</div>	Any issues the tower must be put out of use and tagged as DO NOT USE	<div>4</div>
	=		=
	<div>8</div>	A tag/label must be in place and completed after first assembly and updated after each inspection	<div>4</div>
		Ensure that there are no person(s), materials, tools or equipment on the tower when moving to a new position (no surfing)	
		Ensure the tower is sited on firm level ground.	
		When in required position ensure that the castors are locked	
		Appropriate PPE must be worn at all times	
		Do not use mobile towers in adverse weather conditions	
Persons at risk: User			

2.11 Working from step ladders

2.11.1 Task: Working from step ladders

Hazard	Risk	Control measures	RR
Serious injury/possible death	2	PPE: Hard hat, safety footwear, high visibility vest	1
	x	Ensure ladders are formally checked every 6 months	x
	4	Ensure ladders are visually inspected before use	4
	=	The approach to the bottom of the ladders is kept clear from tripping hazards.	=
	8	Three points of contact must be on the ladder at any one time	4
		Stepladders should only be used in areas of restricted access or for short duration works	
		Top 3 rungs of the stepladder should not be used at any time	
		Stepladders should never be used in the closed position	
		Ensure step ladders are placed on firm, even and level ground	
		Ensure the step ladder is fully in the open position	
		An inspection tag or sticker must be visible on the ladder to demonstrate when the last inspection took place	
		Damaged or defective step ladders must be labelled as “do not use” and removed from site	
Persons at risk: User			

2.12 Using abrasive wheels

2.12.1 Task: Use of abrasive wheels

Hazard	Risk	Control measures	RR
Serious injuries sustained to eyes or body from contact with flying objects or cutting wheels	5	Prior to use, all operatives will receive suitable information, instruction and training on the equipment used	1
	x		x
	3	Equipment will have a declaration of conformity and a CE mark	3
	=	Equipment to be used as is set out within the manufactures instructions	=
	15	Equipment is to be periodically checked, maintained and tested and visually inspected before use	3
		Only operatives with training and authorised to use abrasive wheel tools should undertake work	
		Correct PPE to be worn at all times when using abrasive wheels and or angle grinders, including safety goggles and gloves	
		Guard on abrasive wheel to be correctly adjusted to suit work position	
Persons at risk: User			
Damage to lungs through the inhalation of dust	4	Where possible, dust extraction to be used or abrasive wheel work to be undertaken in a well ventilated area	1
	x		x
	3	All operatives in the area to where correct PPE, masks may be required depending on the application	3
	=	Refer to HSE Construction Information Sheets 36, 54 for further dust control information if necessary	=
	12		3
Persons at risk: User			
Injuries sustained from the use of noisy equipment	5	Designated area for abrasive wheel cutting/grinding to be used where possible	1
	x		x
	3	When cutting in situ, area to be cleared of personnel or provided with hearing protection	3
	=	Hearing protection to be worn by operative at all times	=
	15		3
Persons at risk: All site operatives			
Injuries sustained from equipment vibration	4	Use in compliance with Control of Vibration at Work Regulations 2005	1
	x	Gloves to be worn at all times by operatives	x
	3	Working in short stints with breaks in-between to be applied	3
	=	See vibration risk assessment if sustained use of vibration equipment necessary	=
	12	Use will be monitored to ensure action limit values are not exceeded	3
		Work equipment used, duration of use and frequency is to be calculated as per the vibration risk assessment	

All operatives are to receive a briefing on the exposure action values and limit values for the equipment used

Tools and equipment will be selected for use, with reduction of hand arm vibration and whole body vibration in mind

Persons at risk: User

Possible fire from sparks emanating from abrasive cutting tools	4	A hot works permit shall be applied for as necessary, details of safe work to be provided by principal contractor	1
	x		x
	3	Site management will ensure operation of abrasive wheels will be isolated from flammable materials. If unavoidable, ensure flammable materials are covered with flame retardant cover	3
	=		=
	12	Suitable fire extinguisher for type of flammable materials to be supplied	3
		Ensure any petrol operated machines do not leak	
		Switch off petrol operated machines before refuelling	

Persons at risk: All site operatives

Entanglement of clothing or hair whilst using abrasive wheel	5		1
	x	User not to wear loose clothing or jewellery	x
	3	If operative has long hair, ensure hair is tied back	3
	=		=
	15		3

Persons at risk: User

2.12.2 Task: Replacing abrasive wheels

Hazard	Risk	Control measures	RR
Possible injuries sustained from replacing wheels	4	Only operative's trained in the safe use of abrasive wheels are to change or operate abrasive wheels	1
	x		x
	2	Abrasive wheels should be changed as per the manufacturers instructions	2
	=		=
	8	Only suitable blades as detailed within the manufacturers instructions should be used	2

Persons at risk: User

2.13 Glass handling

2.13.1 Task: Glass handling

Hazard	Risk	Control measures	RR
Serious injury	<div>4</div>	PPE: KEVLAR GLOVES AND SLEEVES MUST BE WORN AT ALL TIMES WHEN HANDLING GLASS.	<div>1</div>
	x		x
	<div>3</div>	Appropriate PPE must be worn at all times	<div>3</div>
	=	Mechanical aids to be used where possible.	=
	<div>12</div>	Glass suckers to be used.	<div>3</div>
		Manual handling training provided to all employees.	
		If the glass breaks during handling, DO NOT attempt to intercept it	

Persons at risk: All site operatives

2.14 Repetitive works patterns

2.14.1 Task: Repetitive works patterns

Hazard	Risk	Control measures	RR
Upper limb injuries	<div>2</div>		<div>1</div>
	x		x
	<div>2</div>	Ensure adequate rest breaks are given to the operative, possibly more than normal.	<div>2</div>
	=	Where possible try to use job rotation with another operative.	=
	<div>4</div>		<div>2</div>

Persons at risk: User

2.15 Use of podium

2.15.1 Task: Using podium steps

Hazard	Risk	Control measures	RR
Injuries sustained from the improper use of podium steps	<div>4</div> <div>x</div>	Podiums only erected by PASMA trained and competent operatives.	<div>1</div> <div>x</div>
	<div>3</div> <div>=</div>	Podium to be inspected regularly and before use.	<div>3</div> <div>=</div>
	<div>12</div>	When moving the podium no loose materials or person to be on the platform.	<div>3</div> <div>=</div>
		Ensure the tower is sited on firm level ground	<div>3</div>
		When in position lock the wheels.	
		All Appropriate PPE must be worn at all times	
		Ensure podiums are visually inspected before use.	
		Ensure podiums are wheeled instead of manual handling where possible.	
		Refer to manufacturer's instructions.	
		Do not overreach when working on podium.	
		Ensure lighting is adequate before starting work on a podium.	
Persons at risk: User			

2.16 Delivery of materials

2.16.1 Task: Unloading of materials

Hazard	Risk	Control measures	RR
Falls from height or a back strain/injury during unloading	<div>5</div>	The delivery driver is to avoid manual handling beyond their capability, which they believe may cause injury.	<div>1</div>
	x		x
	<div>4</div>	The delivery driver is to ensure mechanical lifting aids (telehandler, pallet truck etc.) are used to offload materials wherever possible.	<div>4</div>
	=		=
	<div>20</div>	The delivery driver is to ensure the correct loading of delivery vehicles prior to the vehicles leaving the materials yard and is to ensure the security of the load for transportation.	<div>4</div>
		Materials are to be palletted and wrapped wherever possible.	
		The delivery driver is to ensure that delivery vehicles are loaded in the correct order of the deliveries so as to eliminate the need for re-stacking materials after the first delivery has been made.	
		No one is to enter the back of the vehicle unless suitable edge protection is in place to prevent a fall from height. Where suitable edge protection is unavailable, a restraint lanyard will be used to restrict access to any leading edges.	

Persons at risk: User

2.16.2 Task: Unloading materials

Hazard	Risk	Control measures	RR
Injuries from falling loads or the mechanical failure of a tail lift whilst unloading	<div>5</div>	The delivery driver is to take care of the security of the load when opening the doors or curtains.	<div>1</div>
	x		x
	<div>4</div>	The delivery vehicle door or curtains are only to be opened from the ground and no entry is to be made to the vehicle whilst the doors or curtains are open.	<div>4</div>
	=		=
	<div>20</div>	A tail lift is only to be operated under the manufacturer's recommended weight limits.	<div>4</div>
		A tail lift is only to be operated by those trained and assessed as competent to do so.	
		A tail lift is to be inspected as per the manufacturer's recommendations.	
		If operatives are manually unloading materials, items are to be positioned in the area required with the curtains/doors closed.	
		A tail lift may be used as an interim platform for loading/unloading.	
		The delivery driver is to ensure the correct loading of delivery vehicles prior to the vehicles leaving the materials yard and is to ensure the security of the load for transportation.	

Persons at risk: User

2.17 Arrival & departure from site

2.17.1 Task: Unloading equipment

Hazard	Risk	Control measures	RR
Electrical shock or fatal injuries sustained from contact with overhead cables	<div>4</div>	The prevailing site condition is to be checked and all deliveries are to be undertaken in a pre-determined safe area.	<div>1</div>
	x		x
	<div>5</div>	No vehicles are to be parked or unloaded in the vicinity of overhead lines.	<div>5</div>
	=		=
	<div>20</div>	If it is necessary for deliveries to be undertaken below overhead cables, the works and area are to be coordinated with either the local authority or the principal contractor. Sufficient protection is to be in place for workers and the public, together with ensuring safe working distances are achieved and goal posts are used where required.	<div>5</div>
Persons at risk: User			
Being crushed by a falling load, with potentially fatal injuries	<div>5</div>	Deliveries are to be taken in designated areas only. Other workers and the public are to be kept outside of the delivery area.	<div>1</div>
	x		x
	<div>5</div>	Any machinery used for unloading is to be operated by trained personnel only and is to carry a through examination certificate for the lifting equipment (re-certificated every 12 months) and accessories (re-certificated every 6 months).	<div>5</div>
	=		=
	<div>25</div>	There will be no walking/working beneath raised loads at any time. Unstable loads will be made safe prior to lifting At no point with the safe working load of the lifting equipment and accessories be exceeded Any items that could potentially be lifted by the wind are to be placed in designated anchor areas and/or weighted down. Ensure any equipment being used for unloading is not operated in overly windy conditions - operatives are to refer to the equipment or plant guidelines. Goods are to be placed on firm, level ground in designated areas. The height of the goods is to be kept to a minimum to prevent stack failure.	<div>5</div>
Persons at risk: All site operatives & public			
Muscle strains, sprains and injuries caused by lifting heavy loads	<div>3</div>	Where possible, manual handling will be avoided and manual handling aids used to facilitate manual handling.	<div>1</div>
	x		x
	<div>3</div>	Manual handling on stairs will be avoided, at no point will any loads be carried up ladders	<div>3</div>
	=		=
	<div>9</div>	The correct lifting techniques are to be used. All operatives are to be trained in the safe method of lifting - refer to manual handling section in the attached method statement. A two-man lift is to be enforced for reaching or carrying heavier items.	<div>3</div>

Operatives are to split loads to make them lighter and safer to handle.

Although there is no universal safe maximum, mechanical aids are to be used when loads exceed 25kg per person or as referenced in the method statement.

Operatives are to be aware of handling large or bulky items (e.g. plasterboard) in windy conditions.

Persons at risk: User

Falls from vehicles - drivers may suffer serious, possibly fatal, injuries if they fall from the cab or trailer of a vehicle

3

x

5

=

15

Loading and unloading is to be planned.

Working on the bed of the trailer is to be avoided.

Suitable access equipment is to be used to access the trailer unit and drivers are to be trained how to use it safely.

Drivers are to be trained in the safe system of work for sheeting loads, e.g. the safe use of PPE.

Fall arrest equipment is to be inspected by a competent person prior to use.

Drivers are to be instructed not to walk backwards on the trailer or to jump from the cab/trailer.

Fixed steps and grab bars are to be used to allow drivers to access the cab safely.

Drivers are to be reminded of the need for good housekeeping in the trailer and cab.

Retrofit foldable steps are to be used to improve access to the trailer bed.

Operatives are to consider using other forms of access equipment where appropriate, e.g. mobile elevating working platforms (MEWPS) or podium steps.

1

x

5

=

5

Persons at risk: All site operatives

2.17.2 Task: Leaving vehicle

Hazard	Risk	Control measures	RR
Being struck by moving vehicles	4	All operatives are to park in designated areas.	1
	x	Site rules and authorised routes, provided by the client or principal contractor, are to be followed.	x
	4	All operatives are to wear hi-visibility jackets when leaving a vehicle.	4
	=	All operatives are to sign in onsite.	=
	16	All operatives are to receive a site induction.	4
		Banksman are to be used when vehicles are reversing.	

Persons at risk: All site operatives

2.17.3 Task: Leaving or entering site

Hazard	Risk	Control measures	RR
Struck by moving vehicles	<div>5</div> <div>x</div> <div>4</div> <div>=</div> <div>20</div>	<p>All operatives and site visitors are to ensure they sign in when entering.</p> <p>Inductions are to be provided to all operatives and visitors before entering the worksite, individuals will be notified of the designated vehicle and pedestrian routes and site rules.</p> <p>Physical barriers such as stop blocks will be utilised to protect the pedestrian walking routes.</p> <p>Where there is a shared working area between individuals and vehicles, vehicle movements will only take place under the control of a trained and assessed as competent traffic marshal</p> <p>Operators/drivers are to adhere to the site speed limit at all times.</p> <p>At no point will the operator exceed the safe working load of the plant/ vehicle.</p> <p>All drivers and operators will be trained and assessed as competent for the equipment operated.</p> <p>The correct PPE is to be worn at all times.</p> <p>All operatives and visitors are to keep to pedestrian areas only.</p> <p>The use of crossover points is to be incorporated into the site plan by the principal contractor.</p> <p>All operatives are to be made aware of changes in the Site Traffic Management Plan as and when it is changed.</p> <p>All operatives and site visitors are to ensure they sign out when exiting the site.</p> <p>Operative and visitors are to watch out for other contractors leaving the area at the same time.</p>	<div>1</div> <div>x</div> <div>4</div> <div>=</div> <div>4</div>
Persons at risk: All site operatives & public			

2.18 Working in noisy environments

2.18.1 Task: Working in a noisy environment or operating noisy plant

Hazard	Risk	Control measures	RR
Gradual or sudden noise exposure causing permanent hearing damage	<div>4</div> <div>x</div> <div>4</div> <div>=</div> <div>16</div>	<p>All operatives are to be provided with information, instruction and training around working in noisy environments or operating noisy plant.</p> <p>Alternative processes, equipment and/or working methods which would make the work quieter are to be investigated before undertaking any works.</p> <p>The correct ear protection, such as ear plugs or defenders, is to be used in conjunction with any noisy plant or when operating near noisy areas.</p> <p>A suitable protection factor - sufficient to eliminate risks from noise but not so much protection that wearers become isolated - is to be selected for the task.</p> <p>Screens, barriers, enclosures and absorbent materials are to be considered in order to reduce the noise further.</p> <p>The workplace is to be designed in such a way as to create quiet workstations.</p> <p>Operatives are to only be in noisy areas for a limited time.</p> <p>Exposure to noisy works is not to exceed 87 decibels for daily or weekly personal noise exposure; and 140 decibels for peak sound pressure.</p> <p>Health surveillance is to be provided to monitor noise exposure over the upper exposure action values.</p>	<div>1</div> <div>x</div> <div>4</div> <div>=</div> <div>4</div>
Persons at risk: All site operatives			
Risk of injury or death due to interference with communications reducing people's awareness of their surroundings	<div>3</div> <div>x</div> <div>5</div> <div>=</div> <div>15</div>	<p>Where warning sounds are used to avoid or alert to dangerous situations, the principal contractor shall make sounds clearly audible in the noisy environment.</p> <p>Any systems of work where safety relies on verbal communications are to be avoided where the levels of noise or the wearing hearing protection could lead to misunderstandings.</p> <p>Verbal communications should be replaced with visual and touch communication and/or other safe methods of communication implemented."</p> <p>When working around mobile machinery or traffic, operatives are to be extra careful of their surroundings and not select hearing protection devices that are totally isolating in nature.</p>	<div>1</div> <div>x</div> <div>5</div> <div>=</div> <div>5</div>
Persons at risk: User			

2.19 Working out of hours

2.19.1 Task: Working out of hours

Hazard	Risk	Control measures	RR
General injuries sustained whilst undertaking work out of hours and not receiving prompt help or response	<div>4</div> <div>x</div> <div>3</div> <div>=</div> <div>12</div>	<p>Local procedures for out of hours working should be produced and communicated with all operative's, including signing in books, inductions, out of hours emergency procedures</p> <p>Client or principal contractor will deem which activities can or can't be undertaken out of hours and the site supervisor will relay this to staff before undertaking any works.</p> <p>Authorisation for working out of hours to be given by the client or principal contractor</p> <p>Only those with correct competencies will be able to undertake work i.e. young workers will need supervision, management are to ensure that workers do not exceed the hours set out in the working time directive</p> <p>Young workers working hours will not exceed, 8 hours per day or 40 hours per week with a minimum of 12 hours consecutive rest hours between shifts and no night work</p> <p>Working alone out of hours will typically be avoided, if required a lone working risk assessment will be undertaken</p> <p>Atleast one operative to be supplied with a mobile phone in case of emergencies</p>	<div>1</div> <div>x</div> <div>3</div> <div>=</div> <div>3</div>
Persons at risk: All site operatives			

2.20 Working in occupied areas

2.20.1 Task: Working in areas of high volume of movement

Hazard	Risk	Control measures	RR
Collisions or falls from high traffic areas	<div>3</div> <div>x</div> <div>3</div> <div>=</div> <div>9</div>	<p>Work areas to be visibly cordoned off and alternative routes marked</p> <p>Traffic management plan to be implemented, detailing the designated vehicle and pedestrian routes.</p> <p>Plant and vehicle movements will only be allowed under the direction of a traffic marshal</p> <p>Pedestrian routes to be protected by fixed barriers such as stop blocks</p>	<div>1</div> <div>x</div> <div>3</div> <div>=</div> <div>3</div>
Persons at risk: All site operatives			

2.21 Use of power tools

2.21.1 Task: Use of power tools

Hazard	Risk	Control measures	RR
Electrocution causing serious or fatal injuries whilst using portable power tools	<div>3</div>	Only 110v tools used on site.	<div>1</div>
	x	Examine each tool before use and do not use damaged tools.	x
	<div>5</div>	Check all guarding is in place before use.	<div>5</div>
	=	Ensure you have abrasive wheel or cartridge tool training before using these specific tools.	=
	<div>15</div>	Tools must be PAT tested annually. (arrange this with the office)	<div>5</div>
		Vibration tools should only be used for short periods of time.	
		Ensure you have all required PPE. Goggles must be worn at all times and ear defenders if noise is excessive.	
Persons at risk: User			

2.22 Using nail guns

2.22.1 Task: Using nail guns

Hazard	Risk	Control measures	RR
Puncture wounds from contact with projectile	<div>4</div> <div>x</div>	Operatives are to be instructed in the correct method of use, inspection and maintenance requirements	<div>1</div> <div>x</div>
	<div>4</div> <div>=</div>	The gun is NOT to be used in the close proximity of other persons	<div>4</div> <div>=</div>
	<div>16</div>	The gun is to be unloaded at all times when not in use	<div>4</div>
		The gun is to be unloaded when ladders are being climbed	
		The gun is to be kept locked up when not in use	
		The workplace is to be kept clear and obstacle free to prevent trips	
		Nail guns are only to be used in areas deemed safe to use by the site manager	
		The gun is to be subject to a planned maintenance programme	
Persons at risk: All site operatives			
Eye damage or loss of sight sustained from projectiles	<div>4</div> <div>x</div>	Wear safety goggles to BS EN 166 B	<div>1</div> <div>x</div>
	<div>5</div> <div>=</div>		<div>5</div> <div>=</div>
	<div>20</div>		<div>5</div>
Persons at risk: User			
Injury to bystander	<div>4</div> <div>x</div>	Work area and any areas likely to be affected to be checked prior to works and any identified precautions taken	<div>1</div> <div>x</div>
	<div>4</div> <div>=</div>	Where required, barriers and warning signs are to be used to restrict access to the immediate vicinity	<div>4</div> <div>=</div>
	<div>16</div>		<div>4</div>
Persons at risk: All site operatives			
Fire / explosion / electrocution from paslode guns	<div>4</div> <div>x</div>	Prior to use, all operatives will receive suitable information, instruction and training for the equipment used.	<div>1</div> <div>x</div>
	<div>4</div> <div>=</div>	Do not use paslode guns in flammable atmosphere or near combustible materials / substances	<div>4</div> <div>=</div>
	<div>16</div>	Check utilities and services drawings and survey prior to work commencing ensuring there are no hidden services and/or utilities.	<div>4</div>
		etc	
		Equipment to receive periodic testing and maintenance and carry an in date PAT test. Before use, equipment will be visually inspected for	

damage and defects

Persons at risk: All site operatives

Ill-health effects from carbon monoxide	3	Do not used in confined areas, ensure plenty of ventilation	1
	x		x
	3		3
	=		=
	9		3

Persons at risk: User

2.23 Using hand tools

2.23.1 Task: Using portable hand tools

Hazard	Risk	Control measures	RR
Injuries to hands sustained from incorrect use of portable hand tools	4	Always choose the right tool for the job	1
	x	All operatives to be trained in the safe use of hand tools before starting works and have necessary experience to use each hand tool	x
	2	Tools used shall have inherent safety features where possible, such as retractable blades for knives	2
	=		=
	8	Keep cutting tools sharp, so that they cut true without needing to be forced	2
		Tools should be checked regularly for damage and any item to be found damaged or defective taken out of use immediately	
		Guards to be used where available and never removed or adjusted from the intended position	
		All portable hand tools are to be used as per the manufacturers instruction	

Persons at risk: User

2.23.2 Task: Using retractable knife

Hazard	Risk	Control measures	RR
Cuts to body or hands whilst using retractable knife	4	Retractable knife or chosen cutting device to be used that is suitable for the job, only utilise knives with molded plastic guard or retractable blade	1
	x	Knives should be checked before use and fitted with a sharp blade before beginning work	x
	3	Knife to be stored in a safely away when not in use	3
	=		=
	12	Damaged or defective tools to be discarded using appropriate methods if they cannot be repaired	3

Persons at risk: User

2.24 Preventing falling debris or tools from height

2.24.1 Task: Movement at height

Hazard	Risk	Control measures	RR
Serious or fatal injuries sustained from falling debris or tools	<div>4</div> <div>x</div>	All site operatives to follow PPE requirements including wearing of hardhats on site	<div>1</div> <div>x</div>
	<div>5</div> <div>=</div>	Safe working areas to be cordoned off when any works are undertaken overhead	<div>5</div> <div>=</div>
	<div>20</div>	All working platforms, scaffolding, mobile towers etc. to be erected by a competent person and to include toe boards to eliminate tools falling from height	<div>5</div>
		Any persons working from height to be trained in the safe use of tools, and to be made aware of the dangers from falling tools from above	
		Any areas where the public are exposed to possible falling debris or tools to be protected by the use of safety nets, hoarding and other failsafe structures	
		When working at height around high traffic areas, tools are to be harnessed to the user	
		At no point should materials be carried up ladders	
Persons at risk: All site operatives & public			

2.25 Moving pipes, rolls or irregular shaped or sized materials

2.25.1 Task: Moving pipes, rolls or irregular shaped or sized materials

Hazard	Risk	Control measures	RR
Injuries sustained from incorrect manual handling of pipes, rolls or irregular shape or sized materials	<div>4</div> <div>x</div> <div>3</div> <div>=</div> <div>12</div>	<p>All hazardous manual handling operations should be avoided so far as is reasonably practicable</p> <p>The workforce will be trained to observe safe lifting techniques, and safely handle loads for materials of regular shape or size</p> <p>Any heavy or awkward loads should be moved using a handling aid</p> <p>If not using handling aids, consider reducing weight of load by breaking up materials to a more manageable size</p> <p>If breaking up into smaller loads consider frequency of bending and how this can be managed efficiently with site operatives</p> <p>Consider lifting in teams if load is already considered within acceptable limits</p> <p>It may be possible to roll drums of cable, this should be undertaken as a last resort if the above fails; the area should be cleared and movement of drum controlled by a team of operatives</p> <p>Before undertaking any manual handling operations, make sure the route is clear of obstructions and somewhere to put the load down wherever it is to be moved to</p> <p>All operatives to be wearing correct PPE for the job</p> <p>The operative should stand as close to the load as possible, with feet spread to shoulder width, bent knees and the back in a natural, upright posture</p> <p>The user should grasp the load firmly and as close to the body as possible</p> <p>The legs should be used to lift the load in a smooth motion, this offers more leverage reducing the strain on the user's back</p> <p>Carry the load close to the body with the elbows tucked into the body</p> <p>Avoid twisting the body as much as possible by turning your feet to position yourself with the load</p> <p>Individual fitness for task to be confirmed; HSE recommended lifting load guidance to be followed; avoid twisting / stopping where possible; toolbox talk on manual handling to be completed</p> <p>Reduce the risk of injury so far as is reasonably practicable</p>	<div>1</div> <div>x</div> <div>3</div> <div>=</div> <div>3</div>
Persons at risk: All site operatives			

2.26 Movement of boxed materials

2.26.1 Task: Movement of general boxed materials

Hazard	Risk	Control measures	RR
Injuries sustained from incorrect manual handling of boxed materials	<div>4</div> <div>x</div> <div>3</div> <div>=</div> <div>12</div>	<p>All hazardous manual handling operations should be avoided so far as is reasonably practicable</p> <p>The workforce will be trained to observe safe lifting techniques, and safely handle loads for materials of boxed materials</p> <p>Any heavy or awkward loads should be moved using a handling aid</p> <p>If not using handling aids, consider reducing weight of load by breaking up materials to a more manageable size</p> <p>If breaking up into smaller loads consider frequency of bending and how this can be managed efficiently with site operatives</p> <p>Consider lifting in teams if load is already considered within acceptable limits</p> <p>Any of the regular shaped materials should be light, stable and unlikely to shift or move during lifting</p> <p>Before undertaking any manual handling operations, make sure the route is clear of obstructions and somewhere to put the load down wherever it is to be moved to</p> <p>All operatives to be wearing correct PPE for the job</p> <p>The operative should stand as close to the load as possible, with feet spread to shoulder width, bent knees and the back in a natural, upright posture</p> <p>The user should grasp the load firmly and as close to the body as possible</p> <p>The legs should be used to lift the load in a smooth motion, this offers more leverage reducing the strain on the user's back</p> <p>Carry the load close to the body with the elbows tucked into the body</p> <p>Avoid twisting the body as much as possible by turning your feet to position yourself with the load</p> <p>Individual fitness for task to be confirmed; HSE recommended lifting load guidance to be followed; avoid twisting / stopping where possible; toolbox talk on manual handling to be completed</p> <p>Reduce the risk of injury so far as is reasonably practicable</p>	<div>1</div> <div>x</div> <div>3</div> <div>=</div> <div>3</div>
Persons at risk: User			

2.27 General mental health

2.27.1 Task: Staff with diagnosed or suspected depression / anxiety

Hazard	Risk	Control measures	RR
Low mood and thoughts to individual	4 x	Always treat the person with dignity and respect Offer regular support (check ins)	1 x
Risk of harm to individual and lost time	3 = 12	Seek advice from GP if experiencing these symptoms Line management to be informed of any medication being taken to ensure the health & safety of the employee Assess any computer based resources that may help such as self help mobile apps Speak to a mental health first aider if experiencing symptoms or for additional advice and support	3 = 3

Persons at risk: All site operatives

2.27.2 Task: Staff with suicidal thoughts

Hazard	Risk	Control measures	RR
Individuals with suicidal thoughts may act on these feelings	4 x	Contact a mental health first aider immediately	1 x
Risk of loss of life	5 = 20	Seek professional help & support	5 = 5

Persons at risk: All site operatives

2.27.3 Task: Staff diagnosed with anxiety disorder or suspected symptoms

Hazard	Risk	Control measures	RR
Individuals at risk from poor mental health resulting in harm or injury to themselves	4 x 3 = 12	Always hold private meetings to discuss concerns. Be mindful of personal space and respect the person's confidentiality Recommend some lifestyle support such as mindfulness, talking therapies and local support groups Seek additional professional help where post traumatic stress disorder is suspected (PTSD) and follow any general advice given by a healthcare provider Call for first aid assistance if you think a panic attack is underway Recommend and encourage self help strategies such as limiting caffeine intake, engaging in leisure time and ensure good nutrition	1 x 3 = 3

Persons at risk: All site operatives

2.27.4 Task: Individuals self harming

Hazard	Risk	Control measures	RR
Individual at risk from major injury where they engage in self harm	3	Persons to be approached privately and in confidence.	1
	x	Speak to a mental health first aider immediately	x
	4	seek immediate medical assistance	4
	=	Contact emergency services if required	=
	12		4

Persons at risk: All site operatives

2.27.5 Task: Individuals with an eating disorder or suspected eating disorder

Hazard	Risk	Control measures	RR
Individuals at risk of harm and illness from their eating disorder	3	Persons to be approached privately and in confidence.	1
	x	Speak to a mental health first aider immediately	x
	3	seek immediate medical assistance	3
	=		=
	9		3

Persons at risk: All site operatives

2.27.6 Task: Individuals with more complex and specialist mental health disorders

Hazard	Risk	Control measures	RR
Specialist conditions such as Personality disorders & psychosis	3	Persons to be approached privately and in confidence.	1
	x	Speak to a mental health first aider immediately	x
	5	seek immediate medical assistance	5
	=	Contact emergency services if required	=
Injury to an individual and colleagues	15		5

Persons at risk: All site operatives

2.28 Installing heras fencing

2.28.1 Task: Installing heras fencing

Hazard	Risk	Control measures	RR
Trips or striking injuries sustained from improper installation of heras fencing	<div>3</div>	Once heras fencing delivered, check panels for integrity, any damaged panels are to be quarantined and removed from site	<div>1</div>
	x		x
	<div>5</div>	Fence footings then fencing panel will be installed in sequential order to avoid tripping over footings	<div>5</div>
	=		=
	<div>15</div>	All fence panels to be lifted by way of two man lift or by mechanical means	<div>5</div>
		All operatives to wear correct PPE including gloves, steel cap boots and hard hats	
		Fencing line will be double clipped	
		Braces to be used over uneven ground or where fence panels are erected in long line	
		Gated sections will be installed to allow for regular access and egress into the working area	
		Heras fencing to be weighted where high winds have been evaluated.	
Persons at risk: All site operatives & public			

2.29 General carpentry works

2.29.1 Task: General joinery works

Hazard	Risk	Control measures	RR
Workers risk serious and possibly fatal cut injuries following contact with moving parts of machinery, particularly saw blades	<div>4</div> <div>x</div> <div>5</div> <div>=</div> <div>20</div>	<p>Refer to hand tool risk assessment for safe use of machinery</p> <p>All machines guarded according to manufacturers' instructions</p> <p>Machinery / blades to be inspected and replaced as required</p> <p>Machinery / blade to be inspected and maintained in accordance with manufacturer instructions</p> <p>Guards inspected regularly and maintained as necessary to ensure their good condition</p> <p>Workers have sufficient space at machines to work safely</p> <p>All workers trained in safe use of machines by a competent person</p>	<div>1</div> <div>x</div> <div>5</div> <div>=</div> <div>5</div>
Persons at risk: User			
Lung, skin & eye damage caused by exposure to wood dust during sanding or cutting	<div>4</div> <div>x</div> <div>4</div> <div>=</div> <div>16</div>	<p>Ensure workers never dry sweep wood dust, which will only spread the dust around</p> <p>Wood dust cleared up using a suitable vacuum cleaner, fitted with an appropriate filter</p> <p>Safety goggles worn when cutting wood</p> <p>Any cutting to be completed in a well ventilated area where possible</p> <p>Ensure first aid kit contains eye wash or an eye wash station is provided in close proximity to cutting area</p> <p>Clothing to cover the skin to be worn</p> <p>RPE to be worn with face fit testing in place; toolbox talk on dangers of wood dust to be completed; occupational health provider in place as required</p>	<div>1</div> <div>x</div> <div>4</div> <div>=</div> <div>4</div>
Persons at risk: User			
User susceptible to back injury and long-term pain if regularly lifting or carrying heavy or awkward objects, also risk cuts when tooling, or splinters	<div>4</div> <div>x</div> <div>3</div> <div>=</div> <div>12</div>	<p>Refer to method statement on safe lifting techniques</p> <p>Workbenches and machine tables set at a comfortable height to work from</p> <p>Appropriate gloves provided for handling tooling and protection from splinters</p> <p>Clothing to cover the skin to be worn</p> <p>Material secured on bench with vice to secure material and prevent from slipping</p>	<div>1</div> <div>x</div> <div>3</div> <div>=</div> <div>3</div>
Persons at risk: User			
The inhaling of hazardous	<div>4</div>	A lower risk alternative should be always used as a first option where	<div>1</div>

substances such as MDF which may induce difficulties breathing or cause asthma to some	<div>x</div> <div>4</div> <div>=</div> <div>16</div>	<p>one exists. Eg. use a 'no added formaldehyde' MDF board or low-emission MDF board if practicable to do so</p> <p>Ensure a designated cutting station/area is located onsite away from other workers in a well ventilated area</p> <p>Dust masks to be used at all times when cutting or sanding</p> <p>Use an effective dust extraction system whenever MDF is machined or sanded as a minimum requirement, all cutting to be undertaken in a well ventilated area</p> <p>Use vacuum cleaners with high performance filters (HEPA) to clean up MDF dust</p> <p>Ensure good housekeeping onsite, 'clean as you go' is implemented across the site</p> <p>RPE to be worn with face fit testing in place; toolbox talk on dangers of wood dust to be completed; occupational health provider in place as required</p>	<div>x</div> <div>4</div> <div>=</div> <div>4</div>
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Persons at risk: All site operatives

2.30 General plastering/tape and jointing works

2.30.1 Task: General plastering/tape and jointing works

Hazard	Risk	Control measures	RR
Lung damage caused by sanding down surfaces	<div>4</div> <div>x</div> <div>2</div> <div>=</div> <div>8</div>	<p>All site operatives are to be educated on the risks of dry plaster powder and know to avoid skin contact, excessive dust build-up and contact with eyes</p> <p>Users are to wear eye protection when plastering ceilings</p> <p>Users are to ensure the work area is kept clean and tidy</p> <p>If using powered sanding machines, a dust collection system is to be present</p> <p>If sanding by hand, operatives are to wear dust masks to prevent inhalation</p>	<div>1</div> <div>x</div> <div>2</div> <div>=</div> <div>2</div>

Persons at risk: User

Lung damage or difficulties breathing from mixing and sanding powdered fillers	<div>3</div> <div>x</div> <div>2</div> <div>=</div> <div>6</div>	<p>Dust masks should be worn when mixing up filler solution</p> <p>The filler solution is to be mixed in a well ventilated and nominated area by the site supervisor</p> <p>If using powered sanding machines, a dust collection system is to be present</p>	<div>1</div> <div>x</div> <div>2</div> <div>=</div> <div>2</div>
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Persons at risk: User

2.31 Preparing surfaces for decorations

2.31.1 Task: Preparing surfaces for decorations

Hazard	Risk	Control measures	RR
Lung damage or difficulty breathing from mixing and sanding powdered fillers	<div>3</div> <div>x</div> <div>2</div> <div>=</div> <div>6</div>	A dust mask is to be worn when mixing up the filler solution The filler solution is to be mixed in a well ventilated and nominated area by the site supervisor COSHH assessments to be followed	<div>1</div> <div>x</div> <div>2</div> <div>=</div> <div>2</div>
Persons at risk: User			
Cuts to hands from preparing surfaces	<div>4</div> <div>x</div> <div>2</div> <div>=</div> <div>8</div>	Operatives are to wear gloves when cleaning surfaces Cuts and open wounds are to be covered with onsite first aid supplies and all accidents are to be reported to the site supervisor Operatives are to wash and wipe their hands before eating, drinking, smoking and after their shift	<div>1</div> <div>x</div> <div>1</div> <div>=</div> <div>1</div>
Persons at risk: User			
Lung damage or difficulty breathing from the use of chemical paint strippers	<div>4</div> <div>x</div> <div>2</div> <div>=</div> <div>8</div>	Overalls, gloves, eye protection and masks are to be worn when using chemical paint strippers Operatives are to wash their hands before coming into contact with any food The COSHH statement is to be reviewed if chemical strippers are used No naked flames are to be allowed in the vicinity	<div>1</div> <div>x</div> <div>2</div> <div>=</div> <div>2</div>
Persons at risk: User			
Lung damage or difficulty breathing caused by sanding and making good old work	<div>3</div> <div>x</div> <div>2</div> <div>=</div> <div>6</div>	If using powered sanding machines, a dust collection system is to be present Operatives are to check before preparing if old paint had been used containing lead If sanding by hand, operatives are to wear dust masks to prevent inhalation and check the method statement for selected PPE	<div>1</div> <div>x</div> <div>2</div> <div>=</div> <div>2</div>
Persons at risk: User			

2.32 Installation of new flooring systems

2.32.1 Task: Installation of new flooring systems

Hazard	Risk	Control measures	RR
Poor handling technique used by employees causing back or upper limb injury	4	Personnel are to be trained in manual handling	1
	x	Mechanical aids such as pallet trucks or barrows are to be used	x
	3	The works area is to be cleared and cordoned off with physical barriers	3
	=	The method statement for safe fitting is to be followed	=
	12		3

Persons at risk: User

Contact with safety knife blades, cutting equipment, or with an electrical supply	4	All plant are to be pre-inspected before use	1
	x	Self-retracting knives are to be returned to protective sheaths after use	x
	3	Only battery and 110v operated equipment are to be used	3
	=	All equipment are to be PAT tested (3 monthly)	=
	12	Level 5 gloves and safety boots with ankle support are to be worn	3
		The working area is to be well lit through the use of task lights	

Persons at risk: User

2.32.2 Task: Installation on floor levels and working from height

Hazard	Risk	Control measures	RR
Falling from height and tools and materials falling on personnel below	4	Work areas are to be cordoned off with physical barriers	1
	x	Internal stairs are to be fully fitted and have edge protection fitted for full use	x
	5	All edges are to have protection and operatives are only to work from safe and stable positions on stairs or landings	5
	=	Stairs are to be closed to other trades (arranged via daily Safe Start meeting)	=
	20		5

Persons at risk: All site operatives

2.33 Loss on site (theft / property damage)

2.33.1 Task: Loss on site (theft / property damage)

Hazard	Risk	Control measures	RR
Theft of equipment and materials on site	5	Where possible, tools and equipment to not be left on site overnight	2
	x	Secure materials and equipment so that they cannot be seen	x
	2	Suitable insurance in place in order to protect asset for claims	2
	=	Consider liaising with local police crime prevention officer	=
	10	Install warning signage to deter thieves	4

Persons at risk: All site operatives

Property damage due to unoccupied premises	5	Access gates to be locked at the end of each day	2
	x	Compounds are secured and anti-theft containers used on site	x
	2	CCTV to remain operational at all times	2
	=	Security monitoring to take place - either person or security guard and dog patrolling	=
	10		4

Persons at risk: All site operatives

2.33.2 Task: Arson

Hazard	Risk	Control measures	RR
Property damage. Harm to persons on site	2	Ensure measures specified within the site fire risk assessment (FRA) are implemented and followed at all times	1
	x		x
	5	Secure waste containers / skips at all times	5
	=	Ensure hazardous substances are kept in secure suitable storage when not in use	=
	10	Good housekeeping levels maintained throughout site	5

Persons at risk: All site operatives

2.34 Violent event in the workplace

2.34.1 Task: Violent event in the workplace

Hazard	Risk	Control measures	RR
Physical and / or verbal abuse between site operatives, trespassers or members of the public	<div>2</div>	Do not put yourself at risk at any time	<div>1</div>
	x	Security staff to be competent in situational awareness and conflict resolution skills	x
	<div>4</div>		<div>4</div>
	=	Leave the scene and phone the police if the situation escalates	=
	<div>8</div>		<div>4</div>

Persons at risk: All site operatives

2.35 Using disc cutters

2.35.1 Task: Operating petrol disc cutters or cut off saws

Hazard	Risk	Control measures	RR
Inhalation of respirable crystalline silica (RCS) causing silicosis, chronic obstructive pulmonary disease (COPD) or lung cancer	<div>5</div> <div>x</div> <div>5</div> <div>=</div> <div>25</div>	Operate machinery in a well ventilated and cordoned off area Attach water hose to cut-off saw and use as suppression during cutting A dust mask with respirator with an assigned protection factor of 20 must be worn at all times	<div>1</div> <div>x</div> <div>5</div> <div>=</div> <div>5</div>
Persons at risk: User			
Serious injuries sustained from using faulty equipment	<div>4</div> <div>x</div> <div>4</div> <div>=</div> <div>16</div>	Only a trained operative may use a cut-off saw or disc cutter Where damage and/or defects are identified, equipment will be taken out of use Equipment is to be visually inspected prior to use checking for damage and defects Ensure machinery is inspected regular and tracked in a log Ensure cutting disks are replaced when worn by a trained operative	<div>1</div> <div>x</div> <div>4</div> <div>=</div> <div>4</div>
Persons at risk: User			
Serious injuries sustained to eyes or body from contact with flying objects or cutting wheels	<div>4</div> <div>x</div> <div>3</div> <div>=</div> <div>12</div>	Only operatives with training and authorised to use cut of saws should undertake work Guard on cutting wheel to be correctly adjusted to suit work position Equipment will only be used as described within the manufacturers instructions Suitable eye protection will be worn at all times	<div>1</div> <div>x</div> <div>3</div> <div>=</div> <div>3</div>
Persons at risk: User			
Hearing damage sustained from the use of cut off saws or disk cutters	<div>5</div> <div>x</div> <div>3</div> <div>=</div> <div>15</div>	Designated area for cutting to be used where possible When cutting in situ, area to be cleared of personnel or provided with hearing protection Hearing protection to be worn by user at all times	<div>1</div> <div>x</div> <div>3</div> <div>=</div> <div>3</div>
Persons at risk: User			
Injuries sustained from equipment vibration	<div>4</div> <div>x</div> <div>3</div> <div>=</div>	Use in compliance with Control of Vibration at Work Regulations 2005 Gloves to be worn at all times by operatives Working in short stints with breaks in-between to be applied See vibration risk assessment if sustained use of vibration equipment	<div>1</div> <div>x</div> <div>3</div> <div>=</div>

	12	necessary	3
		Work equipment used, duration of use and frequency is to be calculated as per the vibration risk assessment	
		All operatives are to receive a briefing on the exposure action values and limit values for the equipment used.	
		Tools and equipment will be selected for use, with reduction of hand arm vibration and whole body vibration in mind.	

Persons at risk: User

Entanglement of clothing or hair whilst using abrasive wheel	3		1
	x	User not to wear loose clothing or jewellery	x
	4	If operative has long hair, ensure hair is tied back	4
	=		=
	12		4

Persons at risk: User

2.35.2 Task: Fuelling cut off saw or disc cutters (petrol two stroke oil)

Hazard	Risk	Control measures	RR
Serious injuries sustained from fire or explosion	4	Operatives are to read and understand the COSHH assessment	1
	x	A designated refuelling area is to be allocated, with suitable spill kits, storage areas and fire fighting provisions	x
	4	No smoking onsite unless in designated areas	4
	=		=
	16	Ensure fuelling site is shaded and away from any possible ignition source	4
		Keep fuel in correct sealed containers	
		When refuelling, ensure saw fuel cap is replaced securely	
		All operatives included will receive information and instruction regarding the location and correct use of the spill kit	

Persons at risk: User

Site briefing and induction form

Kings House

All persons who have signed below confirm that they have been briefed on the safe working methods and arrangements detailed in this method of work statement.

[illegible]

Supervision and personnel

Name	Role	Phone	Date	Signature
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