Kool-It Services Limited
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Risk Assessment

Risk Assessment Details

Risk Assessment Number	**0000000907**
Risk Assessment Date	**17/11/2025**
Risk Assessment Author	Richard Dearden
Project/Contract	Mr. Alan Simpson
Start Date	TBC
Expected job duration	3 Days
Client contact	Mr. Alan Simpson
Description	Installation of new Multi split air conditioning system in the property, master bedroom and Chris' bedroom.
Site Address	9 Chapel House Didsbury M20 2EQ

Signatures

	Name	Title	Signature	Date
Document Author	Richard Dearden	Director	[redacted]	17/11/2025

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Risk Assessment Notes

Installation of new air multi air conditioning system for the master bedroom and Chris' bedroom, we would carry out the installation of an external condensing unit on the flat roofed garden area, we would have our contract core hole drillers drill 2 No. 100Ø holes, 1 No. for the master bedroom into the cupboard in the kitchen at low level, and 1 No. above the cupboard at high level. The external unit would be mounted on rubberised feet and the indoor wall mounted units would be mounted to the walls by means of mechanical cavity fixings in the plasterboard walls, and by means of plug & screw in the solid walls. The internal pipe work would be concealed in white plastic trunking where on show.

Person Affected
Danny Prunier
Danny Maddocks
Paul Griffin

Groups Affected
Client Staff
Employees
Kool-It Services Limited Employees
Other Contractors

Main Contractor
Kool It Services Ltd Unit 4, Albert St Droylsden Manchester M43&BA

Hazards and Control Procedures :

Pre-Control			Hazard: Coronavirus Covid-19 Access & Egress	Residual Risk		
P	S	RR	Serious ill health/death	P	S	RR
4	3	12	**Control Procedures**	3	3	9
			On site, all non-essential visitors will be stopped.			
			The company will plan site access and egress points to enable social distancing. This will include changing the number of access points, either increase to reduce congestion or to decrease to enable monitoring, including in the case of emergencies.			
			The Company will regularly clean common contact surfaces in reception, office, access control and delivery areas e.g. scanners, turnstiles, screens, telephone handsets and desks, particularly during peak flow times.			
			Changes to entrances, exits and queue management will take into account reasonable adjustments for those who need them, including disabled customers. For example, maintaining pedestrian and parking access for disabled customers. .			
			The company will allow plenty of space between people waiting to enter site at site access and egress points.			
			The company will consider introducing staggered start and finish times to reduce congestion and contact.			
			The company will require all workers to wash their hands for 20 seconds using soap and water when entering and leaving the site.			
			Where possible, the company will use signage reminding workers not to attend if they have symptoms of Coronavirus (Covid-19) and to follow guidelines.			
			Where possible, the company will use signage such as floor markings, to ensure social distancing is maintained between people when queuing.			

Pre-Control			Hazard: Coronavirus Covid-19 Canteen and Common Areas	Residual Risk		
P	S	RR	Serious ill health/death	P	S	RR
4	3	12	**Control Procedures**	3	3	9
			Hand cleaning facilities or hand sanitiser will be available at the entrance to any room where people eat and should be used by workers when entering and leaving the area.			
			Break times should be staggered to reduce congestion and contact at all times.			
			Frequently clean surfaces that are touched regularly, using standard cleaning products e.g. kettles, refrigerators, microwaves.			
			Social Distancing as per guidelines should be maintained between users, wherever possible.			
			Workers will be encouraged to bring their own food to reduce contact in canteen environments.			

Pre-Control			Hazard: Coronavirus Covid-19 Close Contact Services	Residual Risk		
P	S	RR	Serious ill health/death	P	S	RR
4	3	12	**Control Procedures**	3	3	9
			All clients must be asked to arrive on time to their appointment. This will remove the need for queues outside the premises.			
			Clients can only arrange visits by appointment only.			
			Implementing physical changes like barriers or screens between, behind or in front of workstations where possible, such as between clients, for example at wash stations, and in reception areas.			
			Using signs and posters to build awareness of good handwashing technique, the need to increase handwashing frequency and to avoid touching your face, and to cough or sneeze into a tissue which is binned safely, or into your arm if a tissue is not available.			

Pre-Control			Hazard: Coronavirus Covid-19 Close Working	Residual Risk		
P	S	RR	Serious ill health/death	P	S	RR
4	3	12	**Control Procedures**	3	3	9
			Workers who are unwell with symptoms of Coronavirus (Covid-19) should not travel to or attend the workplace.			
			Stairs will be used in preference to lifts or hoists and one ways systems used where possible.			
			The company will remind the workforce of the specific control measures necessary to protect them, their colleagues & families.			
			Where the social distancing measures cannot be applied, the frequency and time workers are within close proximity of each other will be minimised.			

Pre-Control			Hazard: Coronavirus Covid-19 First Aid and Emergency Service Response	Residual Risk		
P	S	RR	Serious ill health/death	P	S	RR
4	3	12	**Control Procedures**	3	3	9
			Emergency plans including contact details will be kept up to date.			
			The company will consider preventing or rescheduling high-risk work or providing additional competent first aid or trauma resources.			
			When planning site activities, the provision of adequate first aid resources must be agreed between the relevant parties on site.			

Pre-Control			Hazard: Coronavirus Covid-19 Isolation & Ill coworkers	Residual Risk		
P	S	RR	Serious ill health/death	P	S	RR
4	3	12	**Control Procedures**	3	3	9
			Anyone who has a high temperature or a new persistent cough or has a recent loss of, or change in, your normal sense of taste or smell (anosmia) should NOT come to site & follow the guidance on self-isolation. Anyone who Is a vulnerable person (by virtue of their age, underlying health condition, clinical condition or are pregnant) should NOT come to site & follow the guidance on self-isolation. Anyone who Is living with someone in self-isolation or a vulnerable person should NOT come to site & follow the guidance on self-isolation.			
			If a worker develops a high temperature or a persistent cough while at work or has a recent loss of, or change, in normal sense of taste or smell (anosmia), they should return home immediately and avoid touching anything. Any coughing or sneezing should be done into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow. They must then follow the guidance on self-isolation and not return to work until their period of self-isolation has been completed.			
			If there is more than one case of COVID-19 associated with the workplace, we will contact the local PHE health protection team to report the suspected outbreak.			
			We will provide support for workers around mental health and wellbeing. This could include advice or telephone support.			

Pre-Control			Hazard: Coronavirus Covid-19 Personal Hygiene	Residual Risk		
P	S	RR	Serious ill health/death	P	S	RR
4	3	12	**Control Procedures** Hand Hygiene procedures should be in place and communicated to all employees. focus around coughing and sneezing into tissues which are disposed of in closed lid bins.	3	3	9
			The company will allow regular breaks to wash hands.			
			The company will Provide hand sanitiser (minimum 60% alcohol based) where hand washing facilities are unavailable.			

Pre-Control			Hazard: Coronavirus Covid-19 PPE and Face Coverings	Residual Risk		
P	S	RR	Serious ill health/death	P	S	RR
4	3	12	**Control Procedures** If required, Re-usable PPE will be thoroughly cleaned after use and not shared between workers.	3	3	9
			If required, Single use PPE will be disposed of so that it cannot be reused.			
			Should operatives choose to wear face coverings staff should ensure to Wash hands before and after wearing one whilst avoiding touching your face or face covering, as you could contaminate them with germs from your hands, Such Coverings should be changed should they become damp or be touched.			

Pre-Control			Hazard: Coronavirus Covid-19 Site Movement	Residual Risk		
P	S	RR	Serious ill health/death	P	S	RR
4	3	12	**Control Procedures** Job rotation and equipment rotation will be reduced i.e carrying out single tasks for the day.	3	3	9
			One-way systems will be implemented where possible on walkways around the workplace.			
			Signage will be used around site such as ground markings to mark and allow controlled flows of people moving throughout the site.			
			Site movement will be reduced by discouraging non-essential trips within buildings and sites.			

Pre-Control			Hazard: Coronavirus Covid-19 Welfare	Residual Risk		
P	S	RR	Serious ill health/death	P	S	RR
4	3	12	**Control Procedures** Introduce staggered start and finish times to reduce congestion and contact at all times in changing areas.	3	3	9
			Wash hands before and after using the toilet facilities.			

Pre-Control			Hazard: Working on external sites	Residual Risk		
P	S	RR	Death or Serious injury	P	S	RR
4	4	16	**Control Procedures** Anyone who may be affected by the works to be informed of site work, especially tenants and other contractors.	2	4	8
			Hand tools and power tools will not be left unattended.			
			Site to be secured to prevent un-authorised access.			
			Staff will be inducted onto site and follow all site safety rules.			
			The site will be made safe at the end of each shift.			
			The work area will be closed off to prevent access by others.			

Pre-Control			Hazard: Power Tools	Residual Risk		
P	S	RR	Cutting stabbing Penetrating wounds, Entanglement with tool bits, Lacerations, eye damage. Lack of maintenance and use of defective tools are common causes of injuries. Improper use of equipment poor training may cause injuries to operators and others.	P	S	RR
4	4	16	**Control Procedures** A visual inspection must be carried out prior to use, any defects must be reported and the equipment withdrawn from service for repair or replacement.	2	4	8
			All power tools must be 110 volt maximum for use on site.			
			Battery operated tools will be used wherever practical.			
			Company power tools are PAT tested on an annual basis.			
			Only trained and experienced operatives are allowed to use Power tools, inexperienced or young workers are kept under strict supervision whilst using power tools.			

Pre-Control			Hazard: Projections/Low Head Space	Residual Risk		
P	S	RR	Bruising, Cuts.	P	S	RR
4	3	12	**Control Procedures** Hard hats must be worn at all times.	2	3	6

Pre-Control			Hazard: Slips Trips and Falls	Residual Risk		
P	S	RR	Bruising, Cuts, Broken Limbs - Caused by items left on the floor, water, oil and other slippery surface or poor footwear	P	S	RR
4	3	12	**Control Procedures** All staff will wear suitable footwear with non slip soles at all times.	2	3	6
			Clear walkway and identify uneven areas. Post warning signs.			
			Ensure walkways and Emergency Escape routes are kept clear of obstruction at all times.			
			The area of work will be kept clean and tidy, cables will be managed so as not to cause a trip hazard.			

Pre-Control			Hazard: Manual Handling	Residual Risk		
P	S	RR	Muscular skeletal disorders - Twisting, Over-reaching, muscular problems, poor techniques load too heavy	P	S	RR
4	3	12	**Control Procedures** All staff have been trained in correct lifting methods.	2	3	6
			Ensure that the route to be taken while lifting is clear of any obstructions.			
			Team lifting to be used when loads are heavy or awkward.			
			The site foreman shall be responsible for identifying and controlling manual handling issues on site.			
			Where possible, mechanical lifting aids will be used to deliver and position heavy items.			

Pre-Control			Hazard: Refrigerant Gases	Residual Risk		
P	S	RR	Frostbite, Asphyxiation, Harmful Gases	P	S	RR
4	3	12	**Control Procedures** Ensure persons carrying out work with Refrigerant gases have been suitably trained.	2	3	6
			Ensure Refrigerant chemicals are stored in a secure area away from heat.			
			Ensure that manufacturers instructions are closely followed for recharging and discharging air conditioning systems.			

Pre-Control			Hazard: Hand Tools (Use)	Residual Risk		
P	S	RR	Bruising, Cuts, Eye damage - Improper use of hand tools and use of defective hand tools are common causes of minor injuries. Serious injuries may be caused particularly through failure of the tool e.g. mushrooming of chisel heads	P	S	RR
4	3	12	**Control Procedures**	2	3	6
			All hand tools are kept in tool bags/boxes when not in use.			
			All hand tools should be in good condition and must be inspected prior to use.			
			Operatives must be deemed competent to use relevant hand tools.			

Pre-Control			Hazard: Ladders	Residual Risk		
P	S	RR	Death, serious injury, minor injury	P	S	RR
4	5	20	**Control Procedures**	1	5	5
			All staff are experienced, trained and competent to carry out ladder work. Young/inexperienced staff are trained and closely supervised during ladder work.			
			Company ladders are visually inspected before each use and defects reported, damaged ladders are removed from site and replaced.			
			If a ladder is being used to access a working platform the ladder shall extend 1.05m above the platform level.			
			Ladders to be securely tied off to prevent slippage and movement.			
			Ladders will not be used where an onsite risk assessment has determined that the residual risk with all controls in place is still too high. The competent person is responsible for organising other safer means of access to height.			
			Where a ladder cannot be tied or secured in any other way, it will be securely footed by another operative.			

Pre-Control			Hazard: Step Ladders	Residual Risk		
P	S	RR	Death, Major Injury Fall from height, contact with other equipment, falling objects.	P	S	RR
4	5	20	**Control Procedures**	1	5	5
			All staff are experienced, trained and competent to work from step ladders Young/inexperienced staff are trained and closely supervised during ladder work.			
			Step Ladders will not be used where an onsite risk assessment has determined that the residual risk with all controls in place is still too high. The competent person is responsible for organising other safer means of access to height.			
			Kool-It Services Limited step ladders are inspected before every use and defects reported, damaged ladders are removed from site and replaced.			

Pre-Control			Hazard: Fire on Site	Residual Risk		
P	S	RR	Accidental fires may cause Burns, Asphyxiation, Blast injuries, Respiratory damage may be caused through toxic smoke.	P	S	RR
4	4	16	**Control Procedures**	1	4	4
			Ensure all staff are aware of Emergency Assembly Point location.			
			Ensure all staff are aware of site fire plan.			
			No Smoking Allowed other than in designated areas.			

Pre-Control			Hazard: Hot Work	Residual Risk		
P	S	RR	Burns, Explosion, Material damage.	P	S	RR
4	4	16	**Control Procedures**	1	4	4
			Combustible material, vulnerable equipment, service trenches, ducts and electrical cables must be protected or removed prior to commencing hot works..			
			Heat pads must be used to protect combustible surfaces and contain heat spread when soldering.			
			Operatives are trained and deemed competent to carry out hot works procedures.			
			Suitable fire extinguishers must be available on the job during hot works.			
			The area must be personally examined upon completion of work and 30 minutes after completion.			
			Where Hot Work Permits are required or in force it is the duty of the designated foreman to establish that all requirements have been met before work commences, during and on completion of work.			
			Work must not be carried out on, or adjacent to, drums, vessels/pipes previously containing flammable liquids or gases and/or pressurised. These will require isolation, emptying, purging and approving by competent person prior to issue of a Hot Work Permit.			

Pre-Control			Hazard: Site Waste Management/Cleanliness	Residual Risk		
P	S	RR		P	S	RR
4	2	8	**Control Procedures**	2	2	4
			All rubbish and waste will be segregated into the appropriate waste streams and placed in the relevant skips or bins provided.			

Pre-Control			Hazard: Vibration from cutting / grinding / drilling tools	Residual Risk		
P	S	RR	Muscular, Circulatory damage, Material damage.	P	S	RR
4	2	8	**Control Procedures**	2	2	4
			Ensure that all equipment used is of a low vibration specification and is checked before use.			
			Minimise the time workers are exposed to vibration by job rotation, i.e. workers will be given rest periods or other tasks to perform.			

Pre-Control			Hazard: Working From Hop Ups	Residual Risk		
P	S	RR	Falls, cuts, abrasions	P	S	RR
4	3	12	**Control Procedures**	1	3	3
			All Hop Ups will be visually inspected prior to use. Faulty units will be removed from service and replaced with new.			
			All staff are competent to work from Hop Ups and all work carried out will be light and of short duration.			

Probability (P)	Severity (S)	Risk Ranking (RR = P * S)
1 Highly Unlikely	1 Trivial	< 1 - No Action Required
2 Unlikely	2 Minor injury	> 2 - Low Priority
3 Possible	3 Over 3 Day injury	> 8 - Medium Priority
4 Probable	4 Major injury or condition	>10 - High Priority
5 Certain	5 Incapacity or Death	>15 - Urgent Action Required

Required PPE


Dust Mask


Eye protection


First Aid Kit


Hand Protection


Hand Sanitiser


Mobile / Radio


Safety footwear

Sign Off Sheet

I have read and understood the contents of this Risk Assessment.

Anything I did not understand has been explained to me to my satisfaction.

I agree to follow the Risk Assessment and understand that any control procedures are provided for my safety and the safety of others.

Print Name	**Signed**	**Date**