

APPENDIX C
Risk Assessments

RISK ASSESSMENT FOR ACCESS SCAFFOLDING**Task (including any tools/equipment in use):**

Use of access scaffolding for general building and construction work.

Hazards:

Without With
Controls controls

Risk ratings

Falls from height	Medium	Low
Falling materials	Medium	Low
Collapse of structure	Low	Low

Harm:

Minor injuries.

Significant injuries and fatalities.

Serious damage to the structure of buildings, vehicles or plant which may be parked in the vicinity of the scaffold.

Persons in danger:

Scaffolders.

Other workers using the scaffold.

Others working in the around the area of the scaffold.

Members of the public.

Controls:

Only authorised and competent persons should erect, modify or dismantle scaffolding.

Design drawings should be produced for load-bearing scaffolds and non-standard structures.

The erection should conform to BS EN 12811-1:2003.

Lighting arrangements for a structure on a public highway or right of way should be referred to the local authority.

Guard-rails and toe boards removed for access should be replaced.

Unused ladder access points should have guard-rails and toe boards fitted.

Ties removed for any purpose should be replaced immediately or alternative ties fitted.

Debris guards, debris netting or fans should be considered for very high scaffolds and those scaffolds which are close to public areas.

Traffic movement should be restricted around the base of the scaffold.

Scaffolds should be inspected on hand-over and a hand-over certificate obtained.

Supervisors should inspect the scaffold prior to further use following exposure to adverse weather conditions or after any alteration.

Ladders should be boarded, stairs barred and other precautions taken to prevent trespassers out of hours.

Personal protective equipment:

Safety boots and helmets should be worn.

Use of safety nets and safety harnesses may be necessary.

Information, instruction and training:

Workers should be made aware that alteration of scaffolds or removal of ties can only be undertaken by competent scaffolders on receipt of specific authority.

Workers must be instructed not to throw things down from the top of the scaffold (bombing).

Persons erecting any scaffold must be adequately trained, and only scaffolders holding a CITB erector's certificate may erect scaffolds higher than five metres.

Supervisors should be fully trained in scaffold inspection.

Basic training in the form of toolbox talks should be provided to all workers to enable them to identify scaffold components and defects in scaffolds.

Emergency procedures:

Standard site emergency procedures should be observed and all persons must know how to raise the alarm in an emergency.

Monitoring procedures:

Supervisors should check the scaffolding regularly and ensure that it is being used in the correct manner.

Scaffolds over two metres high should be inspected by a competent person before use and every seven days thereafter, the results of which should be provided in the form of a scaffold inspection report.

Supervisors should take disciplinary action against any workers found undertaking unauthorised scaffold adaptations, alterations or removal of components.

Excavations adjacent to the base of the scaffold should be monitored to ensure that the scaffold stability is not affected by undermining

RISK ASSESSMENT FOR CARPENTRY & JOINERY**Task (including any tools/equipment in use)**

General carpentry and joinery using hand tools and/or woodworking machines.

Hazards	Risk ratings	
	Without Controls	With controls
Entanglement or contact with very sharp high-speed blades and parts of machinery, e.g. planes, saws, drills, etc	High	Low
High noise levels	Medium	Low
Significant vibration from hand-held machines tools	Medium	Low
Damaged or worn hand tools	Low	Low
Incorrect use of tools	Low	Low
Manual handling of materials	Medium	Low
Wood coatings, glues and resins	Low	Low
Dust from softwood and hardwood	Low	Low
Flying pieces of tool	Low	Low

Harm

Amputations or severe lacerations are possible, resulting from contact with tools or machines.

Eye injuries.

Dermatitis from materials used with wood.

Respiratory problems.

Cancer, if hazardous substances present.

Back injuries.

Musculoskeletal injuries from repetitive movements or jarring from sudden failure of a tool.

Noise-induced hearing loss.

Vibration white finger.

Persons in danger

Workers carrying out the task.

Controls

Site managers/supervisors should ensure that the programme of works provides for segregation of these works.

Management must make available the appropriate tools and machinery.

Only competent operatives should use powered equipment.

Inexperienced persons should only use powered carpentry tools under proper supervision for training purposes.

Adequate dust control (dust extraction) should be in place or respiratory protection provided.

When heavy or awkward items are being worked on or moved, mechanical handling equipment or assistance should be provided.

Treated timber must be thoroughly dry when used.

Precautions should be taken to minimise skin contact when oily or resinous wood is in use.

Where relevant, hearing protection zones should be established and warning and mandatory hearing protection signs posted.

Waste timber, shavings and sawdust should not be allowed to accumulate.

Machinery and hand tools be inspected before use to ensure they are clean and in good working order.

All mandatory notices must be displayed.

Personal protective equipment

Head, eye, hearing, respiratory and hand and foot protection appropriate to the activity undertaken should be worn.

Information, instruction and training

Supervisors should inform workers of control measures and advise them that segregation of these operations is an important safety precaution to prevent distraction or interference from other workers.

Instructions in the correct use of machinery should be provided.

Tool-box talks should be provided to bring the control measures of this and other assessments, e.g. COSHH and noise assessments, to the attention of workers.

Only competent, skilled persons should undertake the work, e.g. a Construction Skills Certification Scheme (CSCS) cardholder.

Specific training is required for any woodworking machines in use.

Emergency procedures

First-aid facilities as required generally for the site must be available.

Where contact with blades has occurred or splinters have penetrated the skin, medical attention is required.

Monitoring procedures

Supervisors/site managers should ensure that control measures are effective, and should take account of any changes in circumstances that may have occurred, e.g. new trainees or workers starting on site

USING HAND TOOLS**Task (including any tools/equipment)**

Working with hand tools.

Hazards**Risk Ratings**

	Without Controls	With Controls
Eye injury	Medium	Low
Injury to hands, feet or body	High	Low
Tripping over tools	Medium	Low
Electric shock from malfunction of electrically powered plant or contact with in-situ electrical services.	Medium	Low

Harm

Burns or fatalities from electric shock.

Noise induced hearing loss.

Dehydration due to extended work periods whilst wearing essential personal protective equipment (PPE).

Amputations or severe lacerations are possible, resulting from contact with tools or machines.

Eye injuries.

Dermatitis from materials used with wood.

Respiratory problems.

Cancer, if hazardous substances present.

Back injuries.

Musculoskeletal injuries from repetitive movements or jarring from sudden failure of a tool.

Vibration white finger.

Persons in danger

Workers undertaking the work.

Controls

Visual checks must be completed by operatives on tools prior to their use.

Tools are required to be suitable for the purpose for which they will be used.

Non-ferrous (spark free) tools to be used in flammable atmospheres.

Any moveable / adjustable parts should be lightly oiled to protect against corrosion and to prevent wear and misalignment.

Eye protection is to be provided and used wherever work is done using cold chisels, drills, grinders or other tools where there is a risk of flying particles or pieces of the tools breaking off.

Open bladed knives, screwdrivers and other sharp tools are to be carried and used so as not to cause injury to the user or others.

All workers must wear appropriate personal protective equipment (PPE).

Personal protective equipment

Workers should be provided with safety helmets and safety footwear; goggles, gloves and ear defenders as appropriate to the tools used.

Information, instruction and training

All personnel on site should be made aware of the safe systems of work.

Emergency procedures

First-aid facilities should be made available to cope with any significant injuries which may arise from the work.

Monitoring procedures

Tools to be assessed to ensure that they are fit for purpose, the environment in which they are to be used and are in good working order

RISK ASSESSMENT FOR ROOF WORK

Task (including tools/equipment in use)

General roof work activities, eg construction, repairs and maintenance.

Hazards

Risk Ratings

Without
Controls

With
Controls

Falls of persons, eg off the edge of the roof, through the roof or through openings in the roof

High

Low

Falling objects, eg materials, tools or equipment dropped or blown off the roof

Medium

Low

Harm

Significant injuries or fatalities can result from falls or falling objects or materials.

Persons in danger

Works on the roof.

Other workers in the vicinity.

Fellow workers passing below the area of work.

Controls

A proper system of access to the roof area should be provided, eg ladders, tower scaffolds, independent scaffolds, mobile work platforms.

Space at ground level must be provided for materials and equipment.

For work of short duration a proprietary roof ladder or crawling board could be used.

For works of longer duration an access scaffold and edge protection, eg toeboards and guard-rails, should be used.

Suitable means of getting materials to the roof level should be provided, ie lifting appliances.

Redundant materials and debris must not be thrown off the roof (bombing) - a debris chute should be used where allowed by the employer or materials and debris lowered in suitable containers.

All persons involved in or working adjacent to the work must wear appropriate personal protective equipment (PPE).

Warning notices ("Men working overhead") should be placed around the area of work.

the roof and equipment should be checked each day before work to ensure they are in a safe condition.

For complex work, a method statement should be prepared.

Safe systems of work should be established and followed.

For work on a sloping roof, suitable barriers and platforms should be used to prevent falls.

For work on a fragile roof, roof ladders or crawling boards must be used.
 If the above precautions cannot be taken, safety harnesses and nets should be used.
 Suitable precautions should be taken in adverse weather conditions, especially windy weather.
 Members of the public must be protected from falling materials - brick-guards, fans, etc may be used.
 Where existing roof bearings are considered very weak, allowance must be made to temporarily screw fix ply to the underside of the roof timbers to locally strengthen the roof.

Information, instruction and training

All operatives should be made aware of the safe systems of work in use and the requirements for PPE. Workers should be specifically instructed not to throw materials and debris from the roof.
 Training should be given on the equipment in use.
 Training should be provided on the use of hoists if they are in use.

Emergency procedures

Standard emergency procedures should be observed and all persons must know how to raise the alarm in an emergency.
 The emergency services should be called immediately if there is a fall from height.
 Suitable first-aid facilities as required generally for the site must be accessible.

Monitoring procedures

Supervisors should ensure adherence to safe systems of work and inspect any access equipment in use.

RISK ASSESSMENT FOR ROOF WORK

Task (including tools/equipment in use)

General roof work activities, eg construction, repairs and maintenance.

Hazards	Risk Ratings	
	Without Controls	With Controls
Falls of persons, eg off the edge of the roof, through the roof or through openings in the roof	High	Low
Falling objects, eg materials, tools or equipment dropped or blown off the roof	Medium	Low

Harm

Significant injuries or fatalities can result from falls or falling objects or materials.

Persons in danger

Works on the roof.
 Other workers in the vicinity.
 Fellow workers passing below the area of work.

Controls

A proper system of access to the roof area should be provided, eg ladders, tower scaffolds, independent scaffolds, mobile work platforms.
 Space at ground level must be provided for materials and equipment.
 For work of short duration a proprietary roof ladder or crawling board could be used.
 For works of longer duration an access scaffold and edge protection, eg toe-boards and guard-rails, should be used.
 Suitable means of getting materials to the roof level should be provided, ie lifting appliances.
 Redundant materials and debris must not be thrown off the roof (bombing) - a debris chute should be used where allowed by the employer or materials and debris lowered in suitable containers.
 All persons involved in or working adjacent to the work must wear appropriate personal protective equipment (PPE).
 Warning notices ("Men working overhead") should be placed around the area of work.
 the roof and equipment should be checked each day before work to ensure they are in a safe condition.
 For complex work, a method statement should be prepared.
 Safe systems of work should be established and followed.
 For work on a sloping roof, suitable barriers and platforms should be used to prevent falls.

For work on a fragile roof, roof ladders or crawling boards must be used.
 If the above precautions cannot be taken, safety harnesses and nets should be used.
 Suitable precautions should be taken in adverse weather conditions, especially windy weather.
 Members of the public must be protected from falling materials - brick-guards, fans, etc may be used.
 Where existing roof bearings are considered very weak, allowance must be made to temporarily screw fix ply to the underside of the roof timbers to locally strengthen the roof.

Information, instruction and training

All operatives should be made aware of the safe systems of work in use and the requirements for PPE. Workers should be specifically instructed not to throw materials and debris from the roof.
 Training should be given on the equipment in use.
 Training should be provided on the use of hoists if they are in use.

Emergency procedures

Standard emergency procedures should be observed and all persons must know how to raise the alarm in an emergency.
 The emergency services should be called immediately if there is a fall from height.
 Suitable first-aid facilities as required generally for the site must be accessible.

Monitoring procedures

Supervisors should ensure adherence to safe systems of work and inspect any access equipment in use

RISK ASSESSMENT FOR WORKING AT HEIGHT

Task (including any tools/equipment)

Working at height.

Hazards	Risk Ratings	
	Without Controls	With Controls
Falls of persons off the edge of the structure or through fragile materials	High	Low
Falling materials	High	Low

Harm

Significant injuries or fatalities from falls of persons.
 Significant injuries from falling materials.

Persons in danger

Workers undertaking the work/ inspection.
 Workers below the area.
 Persons passing the site location, e.g. member of the public.

Controls

Safe means of access to the work location should be provided using ladders, scaffolding, mobile elevated work platforms or mobile tower scaffolds.
 Personal supervision equipment should be provided if there is no working platform.
 Signs ("Men working overhead") must be placed around the area.
 The area below the work should be fenced off.
 Edge protection should be erected at all opening or edges where falls of two metres or more can occur.
 Where edge protection is removed for access of personnel or materials, and where it is not practicable to provide edge protection, safety lines and harnesses should be worn and suitable anchorages provided of a permanent or temporary nature.
 Redundant materials and debris must not be thrown off the roof (bombing) - a debris chute should be used or materials and debris lowered in suitable containers.
 the fall of debris should be prevented by the use of debris netting, brick guards and fans.
 All workers must wear appropriate personal protective equipment (PPE).

Personal protective equipment

Workers should be provided with safety helmets;

RISK ASSESSMENT FOR WORKING ON OR NEAR A PUBLIC HIGHWAY

Hazards :	Risk Rating	
	Without Controls	With Controls
Possible danger from vehicles on public highway	high	medium
Possible danger of construction workers straying onto active highway	high	low
Harm :		
Danger to serious accident or death from collision		
Person in danger :		
Workers carrying out the task.		
Other workers		
People in Vehicles		
Controls :		
A safety method statement is required for this work.		
Appropriate traffic management should be provided.		
Appropriate personal protective equipment (PPE) should be worn in particular high visibility clothing.		
The effect of weather conditions should be considered and appropriate allowances made.		
Personal Protective Equipment :		
High visibility clothing.		
All PPE worn should be suitable for the hot nature of this activity and the perspiration generated during it.		
Information, Instructions and Training :		
All workers should be briefed on the contents of the method statement.		