

ACTIVITY	PERSON AT RISK	SIGNIFICANT HAZARDS	RISK*			RISK CONTROL MEASURES	RESIDUAL RISK**		
			P	S	DR		P	S	DR
Storage of cleaning materials	Cleaners, other staff	Incorrect storage may lead to ingestion of some harmful substances causing skin burns or poisoning	3	3	9	<ul style="list-style-type: none"> Staff to ensure that harmful cleaning substances are only stored in the containers that they are received in, i.e. approved and suitably marked containers. No decanting of cleaning materials into other containers such as drinks bottles etc. to be allowed. 	3	2	6
Storage of cleaning materials	As above	Incorrect storage may lead to fire or explosion causing burns and property damage	3	3	9	<ul style="list-style-type: none"> Staff to follow the manufacturer's instructions for the storage of all cleaning materials. All cleaning materials to be stored in a secure area. 	3	1	3
Use of cleaning materials	As above	Incorrect use of cleaning materials may lead to ill-health or skin conditions	3	3	9	<ul style="list-style-type: none"> Staff to follow the manufacturer's instructions for the use of cleaning materials. Staff to be provided with all necessary personal protective equipment as specified by the manufacturer. 	3	1	3
Use of cleaning materials	As above	Mixing of different types of cleaning materials may lead to ill-health etc.	3	3	9	<ul style="list-style-type: none"> Staff to be instructed not to mix different types of cleaning materials. 	3	1	3

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			P	S	DR		P	S	DR
Use of cleaning materials	As above	Incorrect application of some cleaning products may cause eye or skin damage etc.	3	3	9	<ul style="list-style-type: none"> Staff who use cleaning products that are corrosive to wear the correct types of PPE. i.e. hand and eye protection. Where cleaning products give off fumes that may affect breathing, staff to ensure that suitable ventilation exists before use. 	2	3	6
Use of cleaning materials	As above	Some cleaning materials, when in contact with the skin, may cause skin damage leading to dermatitis etc.	3	3	9	<ul style="list-style-type: none"> Staff to be made aware of cleaning products that may damage the skin and to be provided with suitable gloves etc. Where possible alternative products to be sourced that are less hazardous. Staff to regularly check their skin for signs of damage such as cracking, flaking or reddening. 	2	2	4
Use of cleaning materials	As above	Decanting cleaning materials may cause spillages, which may be harmful to health	3	3	9	<ul style="list-style-type: none"> Cleaning materials to be purchased in suitable sized containers to prevent the need for decanting. All spillages of cleaning materials to be cleaned up immediately by following the supplier's/manufacture's guidelines. 	3	1	3
Disposal of cleaning material containers	As above	Incorrect disposal may lead to environmental issues	3	3	9	<ul style="list-style-type: none"> Used containers to be disposed of in accordance with the manufacturer's instructions. 	3	3	9

PROBABILITY (P) = Remote (0) – Unlikely (1) – Possible (2) - Probable (3) – Very Likely (4) – Certain (5)

SEVERITY (S) = No injury (0) – Minor Injury (1) – First-aid Injury (2) – 3 Day Injury (3) – Major Injury (4) – Fatality/Disability (5)

DEGREE OF RISK (DR) = PROBABILITY x SEVERITY

* Risk identified in the absence of any control measures in place.

** Residual risk is the level of risk that remains after suitable and sufficient risk control measures are introduced

Signature Sheet

Signed originator	Keith Ambrose	Job title	Director
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Document Control			
Version	Date	Comment	Person
1	01/02/2025	Original document drafted	Keith Ambrose
2			
3			
4			

Risk Assessment Matrix – Multiply the scores Probability (P) x Severity (S) to determine Degree of Risk (DR)

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			Probability					
			(0)	(1)	(2)	(3)	(4)	(5)
Severity			Remote	Unlikely	Possible	Probable	Very Likely	Certain
			No Injury (0)	0	0	0	0	0
Minor Injury (1)	0	1	2	3	4	5		
First-Aid Injury (2)	0	2	4	6	8	10		
3 Day injury (3)	0	3	6	9	12	15		
Major injury (4)	0	4	8	12	16	20		
Fatality/Disability (5)	0	5	10	15	20	25		

Low	0 - 2	Monitor	Tolerable risk. No additional controls required. Employees made aware of safe/correct systems of work.
Medium	3- 9	Improvement	Action may be required to further reduce the risk to acceptable level. Periodic review of process or activity.
High	10 +	Immediate Action	Unacceptable risk. Stop activity immediately. Inform next level of management and refer to Safety Co-ordinator. Possible cessation/withdrawal of process or activity