

Risk Assessment

1.0 Risk Assessment Details

| | |
|----------------------------|--------------------------------|
| 1.1 Risk Assessment Number | 0000000042 |
| 1.2 Risk Assessment Date | 05/11/2024 |
| 1.3 Risk Review Date | 05/11/2025 |
| 1.4 Risk Assessment Author | Keith Ambrose |
| 1.5 Project/Contract | Wheel & Tyre Balancing Machine |
| 1.6 Start Date | |
| 1.7 Expected Job Duration | |
| 1.8 Client Contact | |
| 1.9 Description | Wheel & Tyre Balancing Machine |
| 1.10 Site Address | |

2.0 Signatures

| | Name | Title | Signature | Date |
|-----------------|---------------|-------|-----------|------------|
| Document Author | Keith Ambrose | | | 05/11/2024 |

Data Protection Statement

The information and data provided herein applies only to the contract for which it was written, it shall not be duplicated, disclosed or disseminated by the recipient in whole or in part for any purpose whatsoever without the prior written permission from HS Direct..

It is the duty of all employees to observe the following Risk Assessment framed to provide a code of good practice and conduct with the object of preventing accidents. At all times employees must work in a safe manner both to prevent personal injury to themselves or to other personnel.

3.0 Individuals or Groups Affected By This Assessment

| |
|------------------------|
| Groups Affected |
| Employees |

| |
|------------------------|
| Main Contractor |
| |

4.0 Hazards and Control Procedures :

| Pre-Control | | | Hazard: Biohazards - On Wheels & Tyres | Residual Risk | | |
|-------------|---|----|---|---------------|---|----|
| P | S | RR | Risk of infection from contact/exposure to biological substances. | P | S | RR |
| 4 | 4 | 16 | Control Procedures | 1 | 4 | 4 |
| | | | Casualties treated by first aider until emergency help arrives | | | |
| | | | Gloves Worn - EN 455 Single-Use Medical Gloves | | | |
| | | | Good hand washing procedures observed to reduce the risk of skin disorders and promote good hygiene | | | |
| | | | Hygiene procedures in place & followed | | | |
| | | | Information, instruction and training to be provided to staff on the importance of good hygiene | | | |

| Pre-Control | | | Hazard: Electricity (240 volts) | Residual Risk | | |
|-------------|---|----|---|---------------|---|----|
| P | S | RR | Risk of injury due to faulty equipment, contact with live electrical components or improper use. | P | S | RR |
| 4 | 4 | 16 | Control Procedures | 1 | 4 | 4 |
| | | | Electrical Cable Management In Place Electrical cable management in place ensuring no trailing wires in the workplace reducing trip risks | | | |
| | | | Electrical Distribution Board Access Is Secure Unauthorised access to the electrical distribution board is prevented | | | |
| | | | Electrical Equipment Visually Checked Before Use Electrical equipment is visually examined for damage before use. | | | |
| | | | Electrical Fixed Mains Wiring Inspection Performed Fixed mains wiring inspection carried out to the requirements of BS 7671 | | | |
| | | | Electrical Safety Check (PAT) Undertaken Electrical safety check undertaken for portable appliances | | | |

| Pre-Control | | | Hazard: People Movement (Risk of Slips, Trips & Falls) | Residual Risk | | |
|-------------|---|----|---|---------------|---|----|
| P | S | RR | Risk of injury due to a variety of access/egress hazards that can cause slips, trips & falls | P | S | RR |
| 4 | 4 | 16 | Control Procedures | 1 | 4 | 4 |
| | | | Aisles & Gangways Kept Clear For Good Housekeeping All aisles and gangways kept clear to avoid slips and trips | | | |
| | | | All Staff Trained In Good Housekeeping Techniques All staff are trained in good housekeeping techniques & the standards expected in the workplace | | | |
| | | | Good Housekeeping Observed During The Task Good housekeeping standards observed & maintained by operatives throughout the duration of the task | | | |
| | | | Regular Housekeeping Inspections Are Carried Out Regular housekeeping inspections are carried out in the workplace. | | | |
| | | | Spill Kit Available Spillage kits in the form of absorbent granules are available to be used in the event of a spillage | | | |
| | | | Spillage procedure in place | | | |
| | | | Spillages Cleaned Up Immediately | | | |
| | | | Suitable & sufficient lighting provided for the workplace activities | | | |

| Pre-Control | | | Hazard: Work Equipment/Moving Machinery (Dangerous Parts) | Residual Risk | | |
|-------------|---|----|--|---------------|---|----|
| P | S | RR | Risk of injury due to inadequate guarding on machinery allowing access to moving/dangerous parts. | P | S | RR |
| 4 | 4 | 16 | Control Procedures | 1 | 4 | 4 |
| | | | Adequate Supervision Provided | | | |
| | | | Authorised Persons Only To Operate The Equipment Only operated by persons that have received adequate training & authorised to use the equipment | | | |
| | | | Controls & Emergency Stops Provided & Indicated Controls & Emergency Stops Provided & Indicated | | | |
| | | | Exclusion Zone In Place To Prevent Unauthorised Access | | | |
| | | | Guards Checked Prior To Machinery Use All safety devices checked regularly to ensure that they are fully operational | | | |
| | | | Instruction Manual Has Been Read & Understood Users of the equipment work to the safe operating instructions in place for the equipment | | | |
| | | | Interlock Guards In Place Interlock guarding in place to prevent access to dangerous parts of the machinery/work-piece. | | | |
| | | | Only Competent Persons Can Operate The Machine Only personnel with sufficient information, instruction and training can operate the machine | | | |
| | | | Pre-start Checks Undertaken | | | |
| | | | Suitable & sufficient lighting provided for the workplace activities | | | |

| Pre-Control | | | Hazard: Manual Handling Activities (General) | Residual Risk | | |
|-------------|---|----|--|---------------|---|----|
| P | S | RR | Risk of injury whilst undertaking general manual handling activities. | P | S | RR |
| 4 | 4 | 16 | Control Procedures | 1 | 4 | 4 |
| | | | Manual Handling - Team Lifting Team lifting will be applied, as required, for heavier wheels/tyres | | | |
| | | | Manual Handling Risk Assessment Carried Out An assessment of the manual handling risk has been carried out for the task. | | | |
| | | | Manual Handling Training Given All relevant employees have received training on correct manual handling techniques | | | |
| | | | Protective Footwear Worn Whilst Manual Handling Suitable protective footwear is worn whilst carrying out manual handling activity. | | | |

| Pre-Control | | | Hazard: Hand Tools | Residual Risk | | |
|-------------|---|----|--|---------------|---|----|
| P | S | RR | Risk of injury whilst using hand tools | P | S | RR |
| 4 | 3 | 12 | Control Procedures | 1 | 3 | 3 |
| | | | Tools cleaned, checked & stored after use Hand tools are cleaned down after use, checked and stored correctly. | | | |
| | | | Tools Kept In Good Condition Regular checks on tools to ensure that they are in good order and in good repair | | | |

| 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 |

Dynamic Risk Assessment

Please note a copy of this Dynamic risk assessment must be returned to Head office complete with signatures.
 Tick items covered by the risk assessment, then list on the table below hazards and controls for the additional items involved on this job.

| HAZARD | HAZARD | HAZARD | HAZARD | HAZARD | HAZARD | HAZARD |
|-----------------|------------------------------|----------------------|------------------------|-------------------|-------------------------|----------------------|
| Access / Egress | Adverse Weather | Asbestos | Biological | Excavations | Exposure to Gas / Gases | Movement of Vehicles |
| Chemicals | Confined Space | Dusts / Particles | Electrical | Other Contractors | Limited Headroom | Moving Machinery |
| Lone Working | Fire | Fumes | Lighting | Flooding | Noise | Scaffold |
| Work at Height | Slips, Trips or Falls | Extreme Temperatures | Demolition Works | Work Near Water | Vibration | Wastes |
| Uneven Surfaces | Use of Ladders / Stepladders | Ventilation | Vermin / Weils Disease | Overhead Cables | Hidden Services | Manual Handling |

ADDITIONAL TASK(S) OR HAZARDS NOT COVERED BY THE ORIGINAL RISK ASSESSMENT

| Dynamic Risk Assessment (to be completed if a new significant hazard is identified when commencing work on site) | | | | | | | | |
|--|---|-------------------------|----------------|--------------|--------------------|---------------|----------------------|------------------|
| Additional Hazards identified | Injury risk identified eg cuts, burns etc | Control measure adopted | Likelihood (L) | Severity (S) | Risk ranking (LxS) | Proceed (Y/N) | Supervisor signature | Client signature |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

- 15 - 25 = High Risk - STOP - advise your supervisor that the risk is high and seek further advice.
- 8 - 12 = Medium Risk - CAUTION proceed but take extra precautions
- 1 - 6 = Low Risk - PROCEED with task maintaining controls