

RISK ASSESSMENT

Company Name: DOWSE HAULAGE	Date: 17-04-14	Review Date: 17-06-18	Assessment No: 4
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Assessor: Paul Mansfield Task Replacing light bulbs and fluorescent tubes

No.	Significant Hazards (STEP 1)	People Affected (STEP 2)	Existing Controls (STEP 3)	Level of Risk (Likelihood \ Severity)			Further Action Required List further action required to control significant risks. If there is lots to do, make an action list. (STEP 4)
				High	Med	Low	
	<p>Lighting</p> <p>Poor lighting is likely to result in higher levels of work error and accidents.</p> <p>Risk of electrocution possibly death Fire causing injury or death and damage to building</p>	Office and workshop staff	<ul style="list-style-type: none"> • Good quality lighting provided throughout the workshop and office. Isolate from electricity supply wherever possible Only electrically competent staff to replace bulbs Ensure replacement is the correct type and wattage Check shades for maximum wattage stickers 			/	<ul style="list-style-type: none"> • No further action required.

Action Timescale Guidelines

High Risk – Action Immediately

Medium Risk – Action within 2 Months

Low Risk – Re-assess after next review

No.	Significant Hazards Look only for hazards which you could reasonably expect to result in significant harm e.g. slips/trips, work at height, falling objects, vehicles, electricity etc. (STEP 1)	People Affected List groups of people who may be at risk e.g. maintenance staff, contractors, cleaners, public etc (STEP 2)	Existing Controls List controls that are already in place to control the risk e.g. physical safeguards, training, personal protective equipment etc. (STEP 3)	Level of Risk Decide on the level of risk remaining. (Likelihood \ Severity)			Further Action required List further action required to control significant risks. If there is lots to do, make an action list. (STEP 4)		
				High	Med	Low			
	<p>Working at height. Injury due to falling from height or from dropped objects</p> <p>Carrying large steps and ladders Manual handling injury. Acute/chronic back problems</p> <p>Replacing compact Fluorescent Bulbs Certain Broken bulbs can lead to infection (due to mercury) if chemicals enter body</p>		<p>Do not stand on chairs, boxes etc. And where used, adhere to The safe use of ladders and step-ladders.</p> <p>Staff supporting the bottom of ladders should wear hard hat and possibly safety glasses.</p> <p>Cordon area off if required to prevent risk of injury to public</p> <p>All staff to be trained and competent in Safe Manual Handling</p> <p>Staff to assess the load-two or more people to carry equipment if required</p> <ul style="list-style-type: none"> Floodlighting in the external area. Portable lighting P.A.T tested <p>Use of these bulbs not to be used on Dowse premises</p>			/	/	/	/

This Assessment is not exhaustive and management must ensure that work not covered by this risk assessment should only be undertaken after a suitable risk assessment has been made. Some activities should only be carried out in conjunction with a written safe system of work. The risk ratings in this assessment are established on the basis that the control measures are in place