



**ASSESSMENT
OF RISK FOR:**

Attending Customers site

Company Name:	JPS Machinery LTD
Company Address:	Grangefield Road William Street Pudsey LS28 6JS

Assessment undertaken	Likelihood ↓	Risk Matrix				
	Certain	5	10	15	20	25
Signed:	Likely	4	8	12	16	20
Date:	Possible	3	6	9	12	15
	Unlikely	2	4	6	8	10
	Rare	1	2	3	4	5
	Severity →	Minor	Moderate	Serious	Major	Critical

Doc No: RA - 001 Task: Unloading and movement of machinery

Hazards Identified	Hazard effect	People at Risk	Risk Rating			Existing Controls	Residual Risk			Further Action / Controls
			Severity	Likelihood	Risk		Severity	Likelihood	Risk	
Manual Handling	Minor injuries and strains from poor lifting technique	Engineer	2	4	8	Task specific assessments will be completed by all personnel before lifting items over 20kg. Personnel will not be required to manually handle a load unless the Company is satisfied that they are suitably fit, willing and able to do so. Loads shall be positioned mechanically, as close as possible to its final position, to reduce the distance for manual handling. Loads to be examined prior to lifting to determine weight, dimensions and contents. Area of lift and route along which the load is to be transported must be well lit, with non slip surface and clear of any slip/trip/fall hazards. Personnel to establish whether the load is hot or cold, or if it has any sharp edges or corners. Personnel to test to see if the load is likely to fall apart when lifted, or if the contents within the load may be subject to unexpected movements with sudden displacement of the weight. All personnel will have been trained in the methods of kinetic lifting and manual handling techniques within the last three years. Hand-hooks, suckers or other lifting aids will be employed where practicable. Team lifting will be carried out under the direction of a competent co-ordinator. Team members will be fully fit and of similar abilities.	1	3	3	None
Lone Working	Risk of verbal or physical assault or injury	Engineer	3	3	9	Engineers to sign in to customers premises. All engineers to carry mobile phone or in areas of poor reception be aware of nearest land line. Sign out of premises on completion.	3	2	6	None
Driving to Customers site	Accident involving other road users or pedestrians, Road traffic violations	Engineer, other road users, pedestrians	2	5	10	Refer to RA-005 Driving at work Management to ensure engineers have a valid licence. Management to ensure vehicles have valid MOT, Road fund licence and Insurance. Drivers must be mentally and physically capable of controlling the vehicle All drivers must inform the director of any medication or condition that may affect their ability to drive.	2	4	8	None
Working / entering customers premises or sites	Risk of injury from clients' activities. Risk of verbal confrontation, physical assault	Engineer	2	3	6	All personell will undertake a site specific induction prior to entering customers site. Personnel will abide by the clients' procedures and rules when attending the site/premises. Personnel must wear Personal Protective Equipment (PPE) as required by the clients' rules. Personnel will assess the site before entering and will not enter if a specific risk to their health or life is identified. Personnel are courteous to all clients and try to avoid any situation that may become confrontational. All personnel must report any incident or safety concerns to management immediately. All incidents must be recorded prior to investigation.	1	2	2	None
Welfare facilities	Germs and Bacteria causing minor illness or infection.	Engineer	1	3	3	Personnel are to use client's welfare facilities when on site. The Company will ensure welfare facilities are provided in accordance with the Health, Safety and Welfare at Work Regulations. Personnel to heat food to the correct temperature to avoid food poisoning. All personnel must report any safety concerns to management immediately. All welfare facilities must be checked prior to visit.	1	2	2	None
COSHH	Exposure to chemicals causing major or minor injury.	Operator and People in the close vicinity	1	4	4	Personnel should follow client's PPE procedures at all times. Personnel are to ensure that they are wearing the correct PPE when in high risk areas. Site specific assessment will need to be completed before work commences if chemicals are used.	1	2	2	None
Fire Risk	Fire risk causing death or major injury	Engineer and all customer staff	2	5	10	Personnel to ensure they are aware of the client's fire procedures. Personnel to follow clients, visitor's procedures and sign in and out of the building. Personnel must not attempt to tackle any fires. Personnel must not interfere with any fire equipment or disturb anything which may cause additional fire risks	1	4	4	None