

Gary Fletcher (Surfacing) Ltd

Risk Assessment Sheets

Client: GENERIC DOCUMENTATION
Address: GENERIC DOCUMENTATION
Date: November 2013

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RISK ASSESSMENT Abrasive Wheels (Safe Use)						Ref: A001			
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EMPLOYER: Gary Fletcher Surfacing Ltd									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Particles from work piece entering the eyes				3	3	9	1	3	3
Body contact with wheel – severe lacerations or amputation				3	3	9	1	3	3
Bursting wheels – multiple injuries				2	3	6	1	3	3
Fire – caused by creation of heat and/or sparks				2	2	4	1	2	2
Fumes – petrol fumes from fuel and carbon monoxide from exhaust				1	3	3	1	2	2
Electric shock from electrical machines (and HT system on petrol machines)				2	2	4	1	2	2
Inhalation of respirable crystalline silica (RCS) when cutting kerbs, paving or blocks which could lead to Silicosis, Lung Cancer and Chronic Obstructive Pulmonary Disease (COPD)				3	3	9	1	2	2
Vibration injuries caused by prolonged use				2	2	4	1	2	2
Hearing damage – noise levels will usually be above the second action level				3	2	6	1	2	2
PERSONS AT RISK: Employees involved in the activity and any other persons (contractors or members of the public) who may be in the vicinity.									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection	✓	Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.	✓	Fall Arrest (in MEWP)			
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place.									
1.	Ensure that the machine has been thoroughly examined within the last 12 months (or as specified by the manufacturer). The examination certificate must be available in the workplace where the machine is being used.								
2.	No person may mount an abrasive wheel onto a spindle unless properly trained and certificated.								
3.	All guards must be in place. The guard should cover the whole wheel or disc except for that part necessarily exposed to do the work.								
4.	For cutting off, use only straight sided wheels.								
5.	Depressed centre wheels may only be used for grinding.								
6.	Portable equipment must only be used when standing on a firm, level base.								
7.	Discs and wheels must be stored flat in a dry location. Do not hang on nails or hooks.								
8.	Do not use wheels or discs which are chipped or damaged.								
9.	The correct washer, bolt and spanner must be used. If any of these are not available, the machine must not be used.								
10.	On electric machines, ensure the power source is isolated before carrying out inspections or changing the wheel.								
11.	Select the correct wheel for the job (wheels for stone will cut steel – steel will not cut stone).								
12.	The maximum permissible RPM of the wheel must exceed that of the machine on which it is to be used.								
Continued /									

RISK ASSESSMENT Abrasive Wheels (Safe Use)		Ref: A001
		Page 2 of 2
CONTROL MEASURES: Continued /		
13.	Do not refuel petrol machines at the workplace – take the machine to a remote, safe fuelling point.	
14.	Always clean out inside the guard before fitting a new wheel.	
15.	Check that the wheel moves freely before starting.	
16.	Ensure sparks do not ignite any combustible material or flammable substance in the work area.	
17.	Loose clothing and ties must not be worn by operators.	
18.	The following personal protective equipment must be worn on every occasion: <ul style="list-style-type: none"> - Eye protection (goggles) - Hearing protection - Gloves - Dust mask (when cutting stone) - Safety footwear - High visibility clothing 	
19.	To reduce the risk of dust inhalation water suppression is the first line of defence. The minimum flow rate must be 0.5 litres per minute to damp down dust effectively.	
20.	Respiratory equipment – use an assigned protection factor of at least 10, even with water suppression equipment. Use either FFP3 filtering face pieces or orinasal respirators with P3 filters.	
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.		
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) Wear suitable dust mask (respirator) even with water suppression with a protection factor of at least 10. Use either FFP3 filtering face pieces or ori-nasal respirators with P3 filters. Wear eye protection which conforms to EN166 IB 349.		
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.		
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. Operator training.		
SIGNED BY ASSESSOR: <i>Gary Fletcher</i>		DATE: November 2013
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058		

RISK ASSESSMENT Asbestos Containing Material (ACM)						Ref: A006					
Page 1 of 1											
EMPLOYER: Gary Fletcher (Surfacing) Limited											
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION											
ASSESSED BY: G Fletcher				DESIGNATION: Director							
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)											
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.						RISK ASSESSMENT					
						UNCONTROLLED			CONTROLLED		
						L	S	RR	L	S	RR
Inhalation of asbestos fibre						3	3	9	1	3	3
PERSONS AT RISK: Employees involved in the activity; employees of other Contractors in the area.											
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.											
Head Protection	✓	Eye/Face Protection		Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓		
Foot Protection	✓	Safety Clothing	✓	R.P.E.	✓	Fall Arrest					
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place.											
1.	Always establish if ACM is present. From May 2004, the presence of ACM in all non-domestic premises should have been established and recorded. If this has not been done, arrange for a survey to be carried out by a suitably qualified person.										
2.	The type of ACM must be established – asbestos insulation, asbestos insulating board or asbestos cement. Analysis should state the type of asbestos present (chrysotile [white], amosite [brown] or crocidolite [blue]), the density of the sample and whether cement has been used as the bonding agent.										
3.	If in doubt about any material encountered in the workplace, stop work until a sample has been obtained and the absence of ACM established.										
4.	Asbestos cement with a dry density greater than 1000kg per cubic metre need not be removed by a licensed contractor, provided strict safety precautions are taken. Further information MUST be obtained from the company safety officer before any ACM is disturbed or removed.										
5.	Where AIB has been identified, certain minor work of short duration can be carried out without the need for a license. However, the company safety officer MUST be consulted before such work is undertaken.										
6.	All other work with ACM must be carried out by HSE licensed contractors.										
7.	Planning of work must take account of the delay that will result if ACM is encountered. The HSE will usually require a minimum fourteen days notice before licensable work with ACM may be carried out.										
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.											
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review											
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances. All work which disturbs or may disturb ACM must be referred to company safety officer.											
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment.											
SIGNED BY ASSESSOR: Gary Fletcher							DATE: November 2013				
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058											

RISK ASSESSMENT Bitumen Emulsion Spraying (Tack Coat)							Ref: B001				
							Page 1 of 1				
EMPLOYER: Gary Fletcher (Surfacing) Limited											
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION											
ASSESSED BY: G Fletcher				DESIGNATION: Director							
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)											
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.						RISK ASSESSMENT					
						UNCONTROLLED			CONTROLLED		
						L	S	RR	L	S	RR
Manual handling of tack coat drums						2	3	6	1	1	2
Struck by run-away sprayer						2	2	4	1	2	2
Pedestrians sprayed with tack coat						2	3	6	2	2	4
Slips, trips and falls						2	3	6	1	2	2
Weather conditions						2	2	4	1	1	1
Health effects of hazardous substances						2	3	6	1	2	2
PERSONS AT RISK	Y/N	DETAIL									
EMPLOYEES	Y	Operatives engaged in the activity									
CONTRACTORS	Y	All personnel within the vicinity									
MEMBERS OF PUBLIC	Y	General public									
OTHERS	Y/N										
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.											
Head Protection	<input checked="" type="checkbox"/>	Eye/Face Protection	<input checked="" type="checkbox"/>	Hearing Protection	<input checked="" type="checkbox"/>	Hi-visibility Clothing	<input checked="" type="checkbox"/>	Gloves	<input checked="" type="checkbox"/>		
Foot Protection	<input checked="" type="checkbox"/>	Safety Clothing	<input checked="" type="checkbox"/>	R.P.E.	<input checked="" type="checkbox"/>	Fall Arrest (in MEWP)	<input type="checkbox"/>		<input type="checkbox"/>		
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place.											
1.	All operatives must wear the appropriate personal protective equipment.										
2.	The lance should be held at a low level to prevent over spray.										
3.	Machinery must be inspected and well maintained, and the correct hose and fittings must be used.										
4.	The operator must be trained and competent in the operation of the machinery.										
5.	Towing of the sprayer shall only be done using the correct towing eye and pin and the speed minimised.										
6.	The safe system of work on tack coat spraying operations and towing of tack coat sprayer must be adhered to.										
7.	All operatives must be trained in manual handling.										
8.	Bitumen Emulsion (tack coat) must be stored in a safe location away from watercourses and drains, etc. Spill kits should be available when storing and using Bitumen emulsion on site.										
9.	Mechanical lifting aids should be used wherever possible for 45-gallon drums.										
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.											
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review											
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions /circumstances.											
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment, COSHH Assessments											
SIGNED BY ASSESSOR: Gary Fletcher							DATE: November 2013				
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058											

RISK ASSESSMENT Bitumen Works (Hot)							Ref: B002		
							Page 1 of 1		
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Manual handling of bitumen blocks				2	3	6	1	1	2
Fire				2	2	4	1	2	2
Burns from hot bitumen				2	3	6	2	2	4
Weather conditions				2	3	6	1	2	2
Slips, trips and falls				2	2	4	1	2	2
PERSONS AT RISK: Employees involved in the activity; Operatives from other Contractors; Members of the public									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection	✓	Hi-visibility Clothing	✓	Gauntlets	✓
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest (in MEWP)			
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place.									
1.	All operatives must wear the correct personal protective equipment, e.g. heat resistant long sleeve gauntlets, overalls, safety boots, hard hat and eye protection when transferring hot materials.								
2.a	A live bitumen boiler must not be left unattended. The bitumen boiler must not be moved when the bitumen is fluid.								
2.b	Ensure that bitumen does not into contact with water.								
3.	All machinery must be inspected and well maintained.								
4.	Operators must be trained and competent in the operation of the bitumen boiler.								
5.	Bitumen blocks should be broken into manageable pieces where necessary and the bitumen boiler must not be overfilled.								
6.	All operatives must be trained in the use of use of LPG.								
7.	Burns dressings and nominated first aider must be available on site.								
8.	COSHH assessment for bitumen joint sealing compound must be adhered to.								
9.	Bitumen boilers should not be used near watercourses, etc.								
10.	All operatives must be trained in manual handling.								
11.	Ensure the working area is adequately fenced off to protect the public and others within the vicinity, whilst works are ongoing and to prevent other unauthorised access.								
12.	Operatives must be trained in the correct type of fire extinguisher to be use dry chemical (Not water)								
13.	Transport manually in pouring cans, never fill above the 3 quarter mark.								
14.	First aid kit should include treatment for burns located close to the boiler.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment, COSHH assessments on materials used.									
SIGNED BY ASSESSOR: Gary Fletcher							DATE: November 2013		
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

RISK ASSESSMENT Tipping / Unloading of Bulk Product							Ref: B003				
Page 1 of 1											
EMPLOYER: Gary Fletcher (Surfacing) Limited											
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION											
ASSESSED BY: G Fletcher					DESIGNATION: Director						
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)											
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.						RISK ASSESSMENT					
						UNCONTROLLED			CONTROLLED		
						L	S	RR	L	S	RR
Unloading of Bulk Product when supplied by transport without a 'Grain Door'						2	3	6	1	1	2
Crush injuries, personal injury						2	3	6	1	2	2
Striking of overhead lines / structures						2	3	6	2	2	4
Weather conditions						2	3	6	1	2	2
Slips, trips and falls						2	2	4	1	2	2
Overturning of vehicle						2	3	6	1	2	2
Manual handling						2	2	4	1	2	2
PERSONS AT RISK: Operatives involved in the operation, delivery drivers, any other contractors in the vicinity and any members of the public in the vicinity.											
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.											
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection	✓	Hi-visibility Clothing	✓	Gloves	✓		
Foot Protection	✓	Safety Clothing		R.P.E.	✓	Fall Arrest (in MEWP)					
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place.											
1.	All operatives must wear the correct personal protective equipment.										
2.	The rear Tipping Door to be locked in the 'open' position and securely pinned or chained by the vehicle operator. Tipping vehicles must not be driven with the tipping body raised unless the vehicle is designed to do so (e.g. tipping into paver).										
3.	The Banksman to be solely in-charge of tipping operations and safely positioned to the side of the vehicle within good vision of the vehicle driver at ALL times throughout the tipping operation										
4.	NO persons what so ever to be positioned at the rear of the tipping vehicle at any time throughout the tipping operation										
5.	All operatives must be trained in manual handling.										
6.	Ensure the working area is adequately barred-off to protect the public and others within the vicinity, whilst works are ongoing and to prevent other unauthorised access.										
7.	Ensure the vehicle is parked on stable ground, stop blocks must be in place where tipping into an excavation or loading soil.										
8.	Ensure the tipping location for the bulk product is suitable and sufficient for the type of product and location of works.										
9.	Ensure that no overhead cables or structures will impede the tipping of the product and the banksman is to monitor any that maybe nearby while tipping.										
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.											
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) Depending on the product being tipped operatives may need to wear hearing, eye and respiratory protection. Seek further advice from the product supplier.											
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.											
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. COSHH assessment on materials used.											
SIGNED BY ASSESSOR: Gary Fletcher							DATE: November 2013				
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058											

RISK ASSESSMENT Breakers (Heavy Duty - 110v)						Ref: B004			
						Page 1 of 1			
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Damage to hearing caused by prolonged exposure to noise above 80dB(A)				3	2	6	1	2	2
Vibration injuries caused by prolonged use				2	3	6	1	3	3
Electric shock when working close to live electrical services				3	3	9	2	2	4
Risk of explosion when working close to live gas services				3	3	9	2	2	4
Risk of injury to eyes from flying particles				2	3	6	1	2	2
Inhalation of dust particularly when excavating concrete and other hard surfaces				2	3	6	1	2	2
PERSONS AT RISK	Y/N	DETAIL							
EMPLOYEES	Y	Those involved in the activities and others in or near the work area							
CONTRACTORS	Y	Persons within the work vicinity							
MEMBERS OF PUBLIC	Y/N								
OTHERS	Y/N								
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection		Hearing Protection	✓	Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest			
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place									
1.	Between 80dBA and 85dBA, all employees must be advised to wear hearing protection and be provided with it on request.								
2.	For all work activities, noise levels must be reduced to their lowest practicable level using means other than hearing protection, (e.g. screens, mufflers, engineering solutions, etc).								
3.	Above 80dBA the use of hearing protection is mandatory and must be strictly enforced.								
4.	Vibration: Operatives must maintain body heat, wear cotton gloves as first layer of hand protection, not expose bare skin, take recovery breaks and report any tingling sensations in fingers. Persons under 18 years of age must not work to these assessments.								
5.	Undertake safe digging practices – all buried services must be clearly identified and marks placed on the surface before digging commences.								
6.	Ensure full PPE is worn when operating heavy duty breakers.								
7.	Ensure a vibration assessment is carried out so operatives do not exceed the daily exposure limit.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) Vibration Bosch USH27 13 – tool usage 18 minutes – in an 8 hour day. Noise Bosch USH27 13 – 104dBA – ear protection is mandatory. (CHECK RATINGS AGAINST MANUFACTURERS DATA)									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment., Operator training. Information regarding the selection and use of hearing protection.									
SIGNED BY ASSESSOR: Gary Fletcher						DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

RISK ASSESSMENT Building Materials (Use of)										Ref: B005			
Page 1 of 1													
EMPLOYER: Gary Fletcher (Surfacing) Limited													
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION													
ASSESSED BY: G Fletcher						DESIGNATION: Director							
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)													
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.								RISK ASSESSMENT					
								UNCONTROLLED			CONTROLLED		
								L	S	RR	L	S	RR
Falls of materials due to not being stacked correctly								3	2	6	2	2	4
Trips over materials resulting in lacerations or fracture to limbs								3	2	6	1	2	2
Manual handling of materials resulting in progressive strains and sprains								2	2	4	1	2	2
PERSONS AT RISK		Y/N	DETAIL										
EMPLOYEES		Y	Those involved in the activities and others in or near the work area										
CONTRACTORS		Y	Those in or near the work area										
MEMBERS OF PUBLIC		Y	Visitors and areas where public have access.										
OTHERS		Y/N											
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.													
Head Protection	✓	Eye/Face Protection		Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓				
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest (in MEWP)							
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place													
1.	Materials are not stacked too high, e.g. no more than two pallets high.												
2.	Provision for firm level, adequate spaced area for the safe storage of materials is made.												
3.	Where applicable materials are stacked in racks.												
4.	Personal protective equipment to be worn by all operatives and visitors including safety helmets, footwear, etc.												
5.	Provision to be made for the securing of materials by rigid barriers such as Heras fencing to dissuade ingress of unplanned visitors gaining access.												
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.													
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review													
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.													
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment, Manual handling training.													
SIGNED BY ASSESSOR: Gary Fletcher								DATE: November 2013					
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058													

RISK ASSESSMENT Confined Spaces						Ref: C006					
						Page 1 of 1					
EMPLOYER: Gary Fletcher (Surfacing) Limited											
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION											
ASSESSED BY: G Fletcher				DESIGNATION: Director							
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)											
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.						RISK ASSESSMENT					
						UNCONTROLLED			CONTROLLED		
						L	S	RR	L	S	RR
Ingress of materials (vapours, water, gases) resulting in drowning or asphyxiation						3	3	9	2	2	4
Lack of oxygen resulting in asphyxiation						3	3	9	2	2	4
Oxygen enriched atmosphere causing explosion or fire						3	3	9	2	2	4
PERSONS AT RISK		Y/N	DETAIL								
EMPLOYEES		Y	Operatives undertaking confined space activity								
CONTRACTORS		Y/N									
MEMBERS OF PUBLIC		Y/N									
OTHERS		Y/N									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.											
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection	✓	Hi-visibility Clothing	✓	Gloves	✓		
Foot Protection	✓	Safety Clothing	✓	R.P.E.	✓	Fall Arrest (in MEWP)					
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place.											
1.	All entries are controlled by a permit to work system										
2.	Only trained and competent persons to enter confined spaces who are authorised										
3.	Petrol/Diesel LPG powered equipment is not permitted into confined spaces.										
4.	Gas detectors/monitors are kept in confined space for monitoring purposes.										
5.	Provision to be made for personal protective equipment including respiratory protective equipment, helmets, safety boots, harnesses and goggles.										
6.	A top man is always available when operatives enter confined spaces.										
7.	Ventilation of confined space is carried out prior to entry and regularly checked.										
8.	Operatives are attached to lifelines and both hands are free for climbing out.										
9.	Tools and equipment are lowered into space by the use of a line.										
10.	Electrical equipment is not used without authority.										
11.	Naked lights and flames are prohibited from confined spaces.										
12.	When alarm sounds, operatives put on escape set and face mask and quickly leave the area.										
13.	Emergency procedures are in place for the potential collapse on other operatives in space.										
14.	Sewer work is carried out following set procedures.										
15.	Barriers are erected around confined spaces and signage for identification is displayed.										
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.											
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review											
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.											
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment, method statement.											
SIGNED BY ASSESSOR: Gary Fletcher						DATE: November 2013					
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058											

RISK ASSESSMENT Combustible Materials						Ref: C004					
Page 1 of 1											
EMPLOYER: Gary Fletcher (Surfacing) Limited											
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION											
ASSESSED BY: G Fletcher				DESIGNATION: Director							
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)											
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.						RISK ASSESSMENT					
						UNCONTROLLED		CONTROLLED			
						L	S	RR	L	S	RR
Materials used may form a fuel in the event of ignition, causing fires resulting in burns, smoke inhalation or possible death.						3	3	9	2	2	4
PERSONS AT RISK		Y/N	DETAIL								
EMPLOYEES		Y	Those involved in the activities and others in or near the work area								
CONTRACTORS		Y	Those in or near the vicinity								
MEMBERS OF PUBLIC		Y	Visitors and areas where public have access.								
OTHERS		Y/N									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.											
Head Protection	✓	Eye/Face Protection		Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓		
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest (in MEWP)					
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place											
1.	Naked flames and smoking are strictly forbidden near combustible materials.										
2.	Appropriate signage is erected or displayed identifying combustible materials on transport and storage areas.										
3.	Appropriate means of raising the fire alarm.										
4.	Suitable fire fighting equipment is provided to tackle fires.										
5.	A nominated fire co-ordinator and operative trained in the use of extinguishers.										
6.	Fire detection systems are in place where appropriate are tested to required standards.										
7.	Fire escape routes are clearly displayed on site and all operatives are aware of their assembly point.										
8.	Correct storage procedures are following according to manufacturers' instructions.										
9.	Spill kits are available to soak up spillages.										
10.	Materials are only used for their intended purpose.										
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.											
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review											
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.											
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment, Site safety induction.											
SIGNED BY ASSESSOR: Gary Fletcher						DATE: November 2013					
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058											

RISK ASSESSMENT / METHOD STATEMENT Cleaning Tools - Contaminated With Tarmac Using Bio-degradable Tool Cleaner						Ref: C004			
						Page 1 of 1			
EMPLOYER: Gary Fletcher Surfacing Ltd									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
*** THIS RISK ASSESSMENT / METHODOLOGY IS GENERIC & TO BE USED ON ALL SITES ***									
ASSESSED BY: Gary Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Fire				2	3	6	1	3	3
Skin contamination				2	3	6	1	3	3
Clothing contamination				2	3	6	1	3	3
Environmental hazard				2	3	6	1	3	3
PERSONS AT RISK		Y/N	DETAIL						
EMPLOYEES		Y	Operatives involved in cleaning tarmac contaminated tools						
CONTRACTORS		Y/N							
MEMBERS OF PUBLIC		Y/N							
OTHERS		Y/N							
PERSONAL PROTECTIVE EQUIPMENT:									
The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	<input checked="" type="checkbox"/>	Eye/Face Protection	<input checked="" type="checkbox"/>	Hearing Protection	<input type="checkbox"/>	Hi-visibility Clothing	<input checked="" type="checkbox"/>	Gloves	<input checked="" type="checkbox"/>
Foot Protection	<input checked="" type="checkbox"/>	Safety Clothing	<input type="checkbox"/>	R.P.E.	<input type="checkbox"/>	Fall Arrest (in MEWP)	<input type="checkbox"/>		<input type="checkbox"/>
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place									
1.	Tool must be cleaned in a suitable container.								
2.	The minimal amount of tool cleaner has to be used, never overfill the container.								
3.	Always use the round headed brush, not rags.								
4.	Protect skin by wearing gloves; always ensure supplies of disposable gloves are carried on the vehicle.								
5.	Never undertake the cleaning over a drain, manhole or other location where the tool cleaner can enter a water course.								
6.	Allow the tools to drip off before reusing.								
7.	Ensure there are no sources of ignition close to where the cleaning is undertaken.								
8.	Place the container in a drip tray.								
9.	Ensure that only a minimum amount of tool cleaner is carried on the vehicle.								
10.	Ensure container is clearly labelled.								
11.	Ensure COSHH assessment is available.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review.									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment, Fire safety training, Emergency procedures.									
SIGNED BY ASSESSOR: G Fletcher							DATE: November 2013		
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

RISK ASSESSMENT Concrete Pouring						Ref: C005			
						Page 1 of 2			
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Trips/falls particularly due to concrete reinforcement bars (especially in regard to upright reinforcing bars and risk of being impaled when falling)				3	3	9	1	3	3
Failure of support systems and/or platform				3	3	9	1	3	3
Contact with wet concrete to the skin and eyes causing (possibly) severe chemical burns				3	3	9	1	3	3
Entanglement with moving parts of site plant				3	2	6	1	3	3
Excessive noise and vibration particularly with vibrating pokers, power floats and mechanical screed boards				3	3	9	1	3	3
Manual Handling – particularly movement of the material by shovel				2	3	6	2	2	4
Gross spillage of material				1	3	3	1	2	2
Lifting operations – use of crane concrete skips				3	3	9	2	2	4
Concrete pumping operations				3	3	9	1	3	3
Delivery to site of ready mixed concrete				3	3	9	1	3	3
PERSONS AT RISK	Y/N	DETAIL							
EMPLOYEES	Y	Operatives							
CONTRACTORS	Y	Others working within the vicinity							
MEMBERS OF PUBLIC	Y/N								
OTHERS	Y/N								
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection	✓	Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest (in MEWP)			
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place									
1.	Trips/falls particularly due to concrete reinforcement bars Operatives to be briefed regarding the risk and safety awareness. If practicable lay a board across kicker bars until immediately before the pour.								
2.	Failure of support systems and/or platform Concrete support systems are to be installed by competent persons. Inspect all support systems and platforms immediately prior to the pour. Use an appropriate means of pouring/delivering the concrete. Monitor support systems during the pour, particularly leading edge protection.								
3.	Contact with wet concrete Inform site operatives of hazards associated with concreting and the control measures to be implemented. Wear appropriate PPE and monitor compliance. Provide/maintain suitable welfare facilities for washing and immediate first aid (eye irrigation) facilities.								
4.	Entanglement with moving parts of site plant Ensure all moving parts (where there is a risk of entanglement) are guarded, or other suitable measures are in place. Do not wear loose clothing that could be caught in rotating/moving parts. Do not climb inside concrete drums. Do not reach into rotating drums with hand/arm or shovel.								
5.	Excessive noise and vibration Ensure suitable hearing protection is worn. Implement job rotation to eliminate excessive periods on vibrating tools/plant etc.								
RISK ASSESSMENT Concrete Pouring						Ref: C005			
						Page 2 of 2			
6.	Control Measures Continued Manual handling Make best use of concrete chutes and pumps to place the majority of the wet concrete – thereby reducing work with a shovel. Reduce bending, twisting and stooping actions. Provide information on the hazards associated with manual handling operation.								

7.	Gross spillage of material Where practicable allow spills to set and lift. If this is not an option, lift the wet product with suitable equipment (depending on quantity split) into a suitable receptacle for later disposal. Dispose of via authorised site or in accordance with Local Authority requirements. Avoid spills into natural watercourses due to the alkalinity of the product.		
8.	Lifting operations Ensure that any lifting equipment is suitable for the job in hand (i.e. strong enough and in good condition). Arrange for inspection of lifting equipment in accordance with LOLER 98. A competent banksman should be in control of the lift. Operate a safe system of working during lifting operations. Prevent unauthorised access.		
9.	Concrete pumping operations All concrete pumping operations are to be undertaken with the supervision of a competent person.		
10.	Delivery to site of ready mixed concrete Inform the supplier on site-specific requirements when placing the order. Ensure the delivery driver knows the route to the task. On arrival brief the driver on the task in hand – position the delivery vehicle so as not to compromise/damage the side of excavations and/or support systems. Prevent unauthorised persons approaching.		
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.			
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review			
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.			
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. Site safety induction. Manual Handling. Information contained in method statement (if applicable).			
<table border="1" style="width: 100%;"> <tr> <td style="width: 70%;"> SIGNED BY ASSESSOR: <i>Gary Fletcher</i> </td> <td style="width: 30%;"> DATE: November 2013 </td> </tr> </table>		SIGNED BY ASSESSOR: <i>Gary Fletcher</i>	DATE: November 2013
SIGNED BY ASSESSOR: <i>Gary Fletcher</i>	DATE: November 2013		
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058			

RISK ASSESSMENT Compressor (Trackaire Machines)						Ref: C006			
						Page 1 of 1			
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Blow off causing whip back				2	3	6	1	2	2
Over tight connections				2	3	6	1	2	2
Lack of efficient lubricator and filter				2	3	6	1	2	2
Oil mist from tools				2	3	6	1	2	2
Damaged retaining springs				2	3	6	1	2	2
Blunt cutting edges				2	3	6	1	2	2
Damage caused by third parties and misuse				2	3	6	1	2	2
Vibration and Noise Hazard (Sullair)				2	3	6	1	2	2
PERSONS AT RISK: Employees using the equipment, Other Contractors working in the vicinity, Members of the Public close by.									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection	✓	Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.	✓	Fall Arrest (in MEWP)			
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place									
1.	All connections must be properly clamped, restrain connectors should be in place or as an alternative double lock couplers.								
2.	Over tight connections causing unnecessary leaks.								
3.	Lack of efficient lubricator and filter - air tools require clean air and a lubricator, if a fault develops the main air supply should be shut off and the air cleared before any investigation takes place otherwise a disconnected coupling may snake off and cause injury.								
4.	Retaining springs - when not securely in position will allow the point to drop and fall out leading to possible foot injuries.								
5.	Oil mist from tools may cause offensive atmospheres, when working in confined spaces such as deep trenches, tunnels or headings, good ventilation is essential.								
6.	Blunt cutting edges, skid off in all directions and can cause injury to the operator.								
7.	Sullair breaker/chipping hammer has a vibration magnitude of 3.25 the maximum usage time for this tool is 4 hours and 46 minutes in an 8 hour working day. The noise rating over the vibration magnitude exceeds 85dB (A) so ear protection must be worn at all times.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) Operatives must ensure they have read and understood the manufacturer's guidance for use of the Trackaire machine.									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment.									
SIGNED BY ASSESSOR: Gary Fletcher						DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

RISK ASSESSMENT Contaminated Sites						Ref: C007					
						Page 1 of 1					
EMPLOYER: Gary Fletcher (Surfacing) Limited											
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION											
ASSESSED BY: G Fletcher				DESIGNATION: Director							
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)											
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.						RISK ASSESSMENT					
						UNCONTROLLED		CONTROLLED			
						L	S	RR	L	S	RR
Biological disease resulting in possible serious illness						3	3	9	2	2	4
Contamination through either skin or open wounds						2	3	6	1	2	2
Contamination through solids including dust, eating with dirty hands						2	3	6	1	2	2
PERSONS AT RISK		Y/N	DETAIL								
EMPLOYEES		Y									
CONTRACTORS		Y									
MEMBERS OF PUBLIC		Y									
OTHERS		Y									
PERSONAL PROTECTIVE EQUIPMENT:											
The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.											
Head Protection	<input checked="" type="checkbox"/>	Eye/Face Protection	<input checked="" type="checkbox"/>	Hearing Protection	<input type="checkbox"/>	Hi-visibility Clothing	<input checked="" type="checkbox"/>	Gloves	<input checked="" type="checkbox"/>		
Foot Protection	<input checked="" type="checkbox"/>	Safety Clothing	<input checked="" type="checkbox"/>	R.P.E.	<input type="checkbox"/>	Fall Arrest (in MEWP)	<input type="checkbox"/>		<input type="checkbox"/>		
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place.											
1.	When working on known contaminated sites a feasibility ground investigation must be undertaken.										
2.	Surveys to be undertaken and COSHH assessment required on identification or hazard or substance.										
3.	Samples of substance should be taken for examination.										
4.	Personal protective equipment should be worn by all operatives and visitors including safety helmets, footwear, gloves and protective clothing, etc.										
5.	Document all information upon any findings of hazardous substances.										
6.	Ensure all operatives are aware of the findings.										
7.	Ensure good personal hygiene is undertaken by all operatives.										
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.											
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review											
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.											
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment, method statement and survey (where appropriate).											
SIGNED BY ASSESSOR: <i>Gary Fletcher</i>								DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058											

RISK ASSESSMENT Drainage (Top Water) - (Laying)										Ref: D003			
Page 1 of 1													
EMPLOYER: Gary Fletcher (Surfacing) Limited													
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION													
ASSESSED BY: G Fletcher						DESIGNATION: Director							
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)													
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.								RISK ASSESSMENT					
								UNCONTROLLED			CONTROLLED		
								L	S	RR	L	S	RR
Hitting a live service								3	3	9	2	2	4
Crushing injuries due to manual handling of pipes								2	2	4	1	2	2
Collapse of trench								2	2	4	1	2	2
Water ingress								2	2	4	1	1	1
Slips, trips and falls								2	2	4	1	2	2
PERSONS AT RISK		Y/N	DETAIL										
EMPLOYEES		Y	Operatives involved in activity										
CONTRACTORS		Y/N											
MEMBERS OF PUBLIC		Y/N											
OTHERS		Y/N											
PERSONAL PROTECTIVE EQUIPMENT:													
The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.													
Head Protection	✓	Eye/Face Protection		Hearing Protection		Hi-visibility Clothing	✓	Gloves			✓		
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest (in MEWP)							
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place.													
1.	Ensure utility prints are obtained for any existing services and are mapped out.												
2.	Ensure cat scanning for any live services is undertaken prior to excavating and where necessary any testing for possible contaminated ground.												
3.	All operatives to be trained and competent in manual handling techniques.												
4.	Mechanical lifting aids to be used where appropriate.												
5.	Operatives are trained to install trench supports.												
6.	Monitor weather reports and ensure adequate pumping facilities are available on site if required.												
7.	Ensure all operatives wear their required PPE.												
8.	Ensure adequate provisions for safe access and egress into and out of excavations												
9.	Excavations should be inspected at the beginning and end of every shift before entering.												
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.													
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review													
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.													
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment.													
SIGNED BY ASSESSOR: Gary Fletcher								DATE: November 2013					
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058													

RISK ASSESSMENT Dumpers						Ref: D005					
Page 1 of 2											
EMPLOYER: Gary Fletcher (Surfacing) Limited											
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION											
ASSESSED BY: G Fletcher				DESIGNATION: Director							
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)											
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.						RISK ASSESSMENT					
						UNCONTROLLED			CONTROLLED		
						L	S	RR	L	S	RR
Overturning when working on slopes or close to edges, incorrect use at high speed						3	3	9	2	2	4
Collision with people and plant and hazard from falling objects						3	3	9	2	2	4
Poor maintenance/defects						3	3	9	2	2	4
Contact with machinery						3	3	9	2	2	4
Access and egress						2	3	6	1	3	3
Incorrect use/operation						3	3	9	1	2	2
Unskilled use/operation						3	3	9	1	2	2
Security/site discipline						2	2	4	1	1	1
PERSONS AT RISK		Y/N	DETAIL								
EMPLOYEES		Y	Operatives								
CONTRACTORS		Y	Others working within the vicinity								
MEMBERS OF PUBLIC		Y	Persons within the vicinity								
OTHERS		Y/N									
PERSONAL PROTECTIVE EQUIPMENT:											
The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.											
Head Protection	✓	Eye/Face Protection		Hearing Protection	✓	Hi-visibility Clothing	✓	Gloves	✓		
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest (in MEWP)					
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place.											
1.	Overturning when working on slopes or close to edges, incorrect use at high speed Machine operators to keep within stipulated speed limits. Minimise work on steep gradients where possible. Wheels/tyres to be in good order. Lap belts must be worn. Provide roll over protection (ROPs). Provide wheel stops at a sufficient distance from the edges of excavations/spoil heaps, pits etc. Only load when the dumper is level and the handbrake is engaged. Only tip loads when the vehicle is stopped with the parking brake on and out of gear. Ensure the ground is firm and level. Ensure the loads are evenly distributed in the body. Be aware of significant amounts of material which may have stuck in the skip body, which may cause instability during tipping operation. Ensure the skip body is lowered as soon as the tipping operation is complete and before the dumper moves away.										
2.	Collision with people and plant and hazard from falling objects Strict compliance with the site traffic management plan and stipulated speed limits. Good 360 degree visibility – defined as the ability where practicable to see an object 1 metre from machine at height of 1 metre all round. On large dumpers, it may need a mirror or CCTV fitted to rear of unit. Ensure the dumper has a flashing beacon and reversing alarm. The operator should be trained and competent and be aware of the hazard from articulation of the unit. Do not carry passengers unless specific seating has been provided in accordance with the manufacturers										

RISK ASSESSMENT Dumpers		Ref: D005
		Page 2 of 2
	Control Measures Continued recommendations. Ensure the engine is turned off when the driver has dismounted from the vehicle. Machine operator must dismount and stand clear while the bucket is being loaded.	
3.	Poor maintenance/defects Operators to carry out a safety check of the machine daily and report any defects to their immediate supervisor. Maintenance / repairs must only be carried out by trained and competent personnel.	
4.	Contact with machinery Provision of suitable guards. Guards may only be removed when the machine is isolated and any residual energy released. Provision of isolation switch and key. The key to be in the possession of the person undertaking the work. The operator to be trained and competent in the hazard from articulation of the front unit.	
5.	Access and egress Suitable access steps and handholds to be fitted to the machine. The cab and floor to be kept clean and free from debris.	
6.	Incorrect use / operation All dumper drivers to be trained and competent in the correct use and management of site specific and general operations.	
7.	Unskilled use / operation Operators of dumpers to hold valid accreditation.	
8.	Security / site discipline Ensure dumpers are isolated and keys removed when not in use and at the end of the working day. Persons must not approach the machine unless the operator signals them to approach. Obey site rules for parking in designated areas.	
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.		
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review		
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.		
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. Site safety induction. Information contained in method statement (if applicable).		
SIGNED BY ASSESSOR: <i>Gary Fletcher</i>		DATE: November 2013
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058		

RISK ASSESSMENT Dusty Environments						Ref: D006			
						Page 1 of 1			
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Inhalation of contaminants				3	2	6	1	2	2
Ingestion of contaminants				2	2	4	1	2	2
Asphyxia				2	3	6	1	3	3
Skin irritation				1	2	2	1	1	1
Particles entering the eyes				3	2	6	1	2	2
PERSONS AT RISK: Employees involved in the activity and in the area, Other contractors working in the area, Members of the public close by, any other persons who may visit site.									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.	✓	Fall Arrest			
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place.									
1.	Refer to the arrangements and safe systems of work laid down in the company safety manual.								
2.	Determine what dusts are present. Separate assessments will be needed for dusts with higher associated risks, such as asbestos or hardwood.								
3.	Check COSHH assessments for all known substances likely to be encountered. Specific COSHH assessment is required in addition to this risk assessment – such assessments may identify the need for air monitoring.								
4.	Minimise presence of dust by sweeping/vacuuming, dusting, etc before commencing work.								
5.	Minimise creation of dust by damping down, considering alternative work methods and using local exhaust ventilation.								
6.	Where LEV is not available, provide good general ventilation.								
7.	Minimise spread of dust by providing screens and enclosures where reasonably practicable.								
8.	Smoking, eating and drinking should be discouraged in smoky atmospheres.								
9.	Provide opportunities for taking regular breaks in the fresh air.								
10.	Goggles to be worn – safety spectacles are unlikely to provide sufficient protection against fine dusts.								
11.	RPE to be worn – correct RPE must be selected to protect against the particular type of dust encountered – see appropriate section of safety manual.								
12.	Ensure RPE is correctly fitted so as to be fully effective.								
13.	Ensure good standards of personal hygiene – wash thoroughly after exposure to dust.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review.									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances. Monitored by site manager / supervisor.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment, Work methods and sequences, Correct selection and use of respiratory and eye protection, Correct selection and use of gloves.									
SIGNED BY ASSESSOR: Gary Fletcher						DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

RISK ASSESSMENT Electrical Lines (Overhead)						Ref: E002			
Page 1 of 1									
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Electrical short circuit caused by contact of vehicles with overhead cables				3	3	9	1	3	3
Electrical short caused by contact of scaffold tube with overhead cables				3	3	9	1	3	3
Arcing over – caused by close proximity of cable with vehicles or materials				3	3	9	1	3	3
Dangers caused due to inadequate earthing system				2	3	6	1	3	3
PERSONS AT RISK: Employees involved in the operations, others within the vicinity and members of the public in the vicinity.									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection		Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.					
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place.									
1.	Before commencing operations, liaise with electric company to agree diversions, isolations, safe working clearances, shrouding and any other necessary steps.								
2.	Wherever reasonably practicable, avoid the need to work under or near live overhead cables.								
3.	Barriers and solid goalposts must be erected as required and as agreed with the electricity company, to clearly define areas of operations:- <ul style="list-style-type: none"> • Where no work has to be carried out or plant does not pass under the overhead lines – barriers erected parallel to the overhead line and not less than 6m from it. The barriers should be surmounted by coloured bunting, forming an additional warning. • Where plant may pass under the line – the area where they may pass should be as small as possible and not more than 10m wide. The passageway should be clearly defined by the use of fencing and barriers, and goalposts should be in a position across the width of the passageway. Warning notices must be provided on each side of the passageway advising people of the hazard and giving the crossbar clearance. • Where work must be carried out beneath overhead lines – ideally the lines should be diverted or made dead. Where this isn't possible, it will be necessary to take additional precautions, including access for plant & materials. The use of all plant must be under the direct supervision of a responsible person. Plant, equipment or tools that could reach into the safe clearance limit of the lines must never be allowed to work under the lines unless physical restrictors are fitted. 								
4.	Operations involving the movement of long metal objects, such as scaffold tubes and ladders, in the vicinity of overhead lines must be subject to specific authorisation and supervision.								
5.	Mechanical equipment must be fitted with physical height restrictors where necessary.								
6.	First aider & first aid facilities to be available. First aider must be fully trained with the treatment of electric shock victims.								
7.	Strict control must be exercised over all plant movements and weather and ground conditions must be assessed due to increased risk in wet/damp conditions.								
8.	Barriers and warning signs must be regularly monitored to ensure they remain in place and effective.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required). None at this time of review									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment.									
SIGNED BY ASSESSOR: Gary Fletcher						DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

RISK ASSESSMENT Excavations							Ref: E004		
							Page 1 of 2		
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Explosion, electrocution or drowning due to presence of buried services and water ingress due to inclement weather				3	3	9	2	2	4
Collapse of excavation due to unstable ground or lack of support				3	3	9	2	2	4
Unsafe atmosphere due to contaminated site or exhaust fumes from plant				2	3	6	1	2	2
Falls into excavation, persons, materials or plant falling into open excavations				3	3	9	1	2	2
Collapse of adjacent structures				2	3	6	1	2	2
PERSONS AT RISK: Employees engaged in the activity, other persons working in the vicinity and members of the public in the vicinity.									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection	✓	Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.	✓	Fall Arrest (in MEWP)			
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place.									
1.	Ensure that all utility service information is available on site prior to commencement of work. Operatives must be trained in the safe use of service location equipment which must be available on site and calibrated in accordance with manufacturers' recommendations. After use of locators, trial holes should be carefully dug using hand tools to confirm the position of buried services. The use of hand held power tools or excavators must not be within 500mm of the indicated line of the service.								
2.	A competent person will undertake a site specific risk assessment to determine the type of support required taking into account the ground conditions and geotechnical information available. Safe access and egress will be established.								
3.	Measures will be undertaken to check toxic contaminants in the ground & to continually monitor the atmosphere for the duration of the project. Ensure plant is positioned sufficient distance away from the location of the excavation to prevent migration of exhaust gases into the trench. Respiratory protection to be worn where necessary.								
4.	Ensure rigid barriers are erected around the excavation to prevent unauthorised access, edge protection to be erected at the side of the excavation to prevent persons or materials from falling in, the minimum standard being double handrail with toe board on both sides for the full length of the excavation. Vehicle stops will be positioned to prevent any site plant or road vehicles from running into the excavation.								
5.	Excavations close to any existing structure cannot commence without a structural report being undertaken by a competent person.								
6.	Any excavation must be inspected at the beginning of every shift before entering the excavation.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) Training in First Aid Resuscitation									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment, Information contained in method statement (if applicable), Site safety induction, Site specific risk assessment.									
SIGNED BY ASSESSOR: Gary Fletcher							DATE: November 2013		
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

RISK ASSESSMENT Use of 180 and 360 Degree Excavators						Ref: E005			
						Page 1 of 2			
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Collision with other plant, vehicles, structures and persons				2	3	6	1	3	3
Overloading (causing overturning or failure of lifting mechanism)				3	3	9	1	3	3
Overturning (on steep inclines or due to overloading or poor ground conditions)				2	3	6	1	3	3
Mechanical or hydraulic failure (caused by overloading or poor maintenance)				2	3	6	1	3	3
Machine falling into excavation or causing collapse of side of excavation				3	3	6	1	3	3
Contact with overhead or underground services				3	3	9	1	2	2
Creation of crush zones (caused by failure to maintain 600mm slewing clearance)				2	3	6	1	3	3
Use of quick hitches on buckets and other attachments				2	2	4	1	2	2
Risks associated with the repair and maintenance of excavators				2	2	4	1	2	2
Slips, trips and falls when getting in or out of excavator				2	2	4	1	1	1
Exposure to noise levels in excess of 80dB(A)				2	2	4	1	1	1
PERSONS AT RISK: Employees involved in the activity or near the work area; employees from other Contractors near the work area; Members of the Public; Other persons who may be visiting site.									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection		Hearing Protection	✓	Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest (in MEWP)			
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place PLANNING STAGE: Locate all underground / overhead services in and around the work area and provide barriers and markers as necessary. Identify adverse gradients and ground conditions – select appropriate machines and operating position. Ensure correct equipment is selected after consideration of working space (including slewing area), ground conditions, excavator capacities (if used for lifting), radius length (avoiding o/h cables and other obstructions) and operator visibility. Ensure the availability of the correct attachments for the work to be undertaken. Set aside a location for maintenance and the changing of attachments from which unauthorised persons can be excluded. Set out traffic and pedestrian routes to avoid swing areas and blind spots of excavator.									
ON SITE: Keep machinery a safe distance from excavations, benches or batters. Check certification of machine and operator before allowing work to commence. Machine must be inspected at least weekly and records kept in register. Check machine controls and safety features are working correctly before use. Cab guards must be all removed and stowed and windows clean. Ensure the excavator operator is fully aware of the nature of the work to be carried out. Ensure workers are made fully aware of their duties and work sequences. Follow manufacturer's instructions for positive locking of quick hitches (lock pins), changing attachments and use of lifting and with breakers. Ensure quick hitch attachments are locked before work begins. Workers responsible for attaching loads must establish a clear signalling system with the excavator operator. Before starting on site, excavator operators must be instructed that on no account are mobile phones to be used whilst operating an excavator. Before making or receiving calls and text messages, the excavator arm must be lowered and the machine switched off. Always enter and leave the excavator using the proper steps and hand holds.									

RISK ASSESSMENT Use of 180 and 360 Degree Excavators	Ref: E005 Page 2 of 2
Control Measures Continued Operators must wear the seat belt provided. Ensure clothing (such as reflective waistcoat) does not snag on controls as this could cause unexpected movements when the machine is started or the dead man disengaged. Operators must lower and park the boom, switch off and remove the keys before leaving the machine unattended. The load capacities of the machine and any attachments must never be exceeded during lifting operations. Quick hitch attachments must be checked frequently throughout the course of the work. Ensure there is a minimum of 600mm clearance around the machine – check before starting and regularly during the work. Make regular use of visibility aids at all times. If they become dirty or misadjusted during the work, then stop and rectify. Use a banksman / spotter when view is limited or in congested and busy areas. Ensure all parties are aware of the operation to be carried out and the signals and communications to be used. No person may approach a working excavator until they have signalled the operator and the operator has confirmed that it is safe to approach. Workers must be aware of the swing area of the machine and any blind spots or areas of reduced driver visibility. They must not enter into these areas whilst the machine is operating or stand below suspended loads. No person may ride in, be lifted by, or work from excavator buckets. Hearing protection must be worn by operator and workers in vicinity if noise levels are above 80dB(A).	
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.	
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review	
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances. Monitored by site supervisor/foreman and excavator operator.	
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment, method statement and construction phase health and safety plan; Site safety induction.	
SIGNED BY ASSESSOR: <i>Gary Fletcher</i>	DATE: November 2013
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058	

RISK ASSESSMENT Fork Lift Trucks (Use of)						Ref: F003			
						Page 1 of 1			
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Vehicle Overturning: travelling across gradients, uneven ground, speeding, travelling with load raised, turning too sharply, incorrect loading on forks, overloading.				3	3	9	1	3	3
Fall of load from forks: travelling with load raised, travelling across gradients, incorrect direction of travel on slopes, turning too sharply, uneven loading				3	3	9	1	3	3
Contact with persons: restricted view when carrying large loads, pedestrians walking into operating area, lack of reverse alarm, speeding, lack of concentration				3	3	9	1	3	3
Contact with other vehicles: restricted view when carrying large loads, other vehicles entering work area, lack of reverse warning, speeding, lack of concentration				3	2	6	1	2	2
PERSONS AT RISK	Y/N	DETAIL							
EMPLOYEES	Y	Those involved in the activities and others in or near the work area							
CONTRACTORS	Y	Those in or near the work area							
MEMBERS OF PUBLIC	Y	When work with forklift trucks is taking place near areas with public access							
OTHERS	Y	Site management, maintenance and delivery personnel, etc							
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection		Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest			
CONTROL MEASURES: This is a LOW risk operation providing that all control measures are in place.									
1.	Only trained, certificated and authorised persons are permitted to operate forklift trucks.								
2.	Daily and 50 hour inspections must be carried out and defects rectified.								
3.	Thorough examinations must be carried out by competent person (usually insurance engineer or supplier).								
4.	Ensure SWL for all configurations is clearly marked on the truck.								
5.	Trucks to be fitted with beacon and reverse alarm, both of which must be fully operational.								
6.	Switch off engine and remove keys if left unattended.								
7.	Always be aware of other pedestrians and vehicles operating in your area.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this and other related assessments, Operator training.									
SIGNED BY ASSESSOR: Gary Fletcher						DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

RISK ASSESSMENT Fork Lift Trucks (Driving Around Works Site)						Ref: F004			
						Page 1 of 1			
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Difficult or awkward loads – overturning of forklift when carrying awkward loads				2	3	6	1	3	3
Uneven ground – overturning of forklift on uneven or potholed ground				2	3	6	1	3	3
Close proximity of pedestrians – personal injury from collision between forklift truck and pedestrian				2	3	6	1	3	3
Close proximity of other vehicles or machines – personal injury and damage from collision between forklift and site vehicles				2	3	6	1	3	3
Poor maintenance				2	3	6	1	3	3
PERSONS AT RISK	Y/N	DETAIL							
EMPLOYEES	Y	Those involved in the activities and others in or near the work area							
CONTRACTORS	Y	Those in or near the work area							
MEMBERS OF PUBLIC	Y	When work with forklift trucks is taking place near areas with public access							
OTHERS	Y	Site management, maintenance and delivery personnel, etc							
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection		Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest			
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place.									
1.	10mph speed limit on site.								
2.	One-way traffic system on site.								
3.	Only trained and certificated employees authorised to use forklift trucks.								
4.	Flashing lights fitted to all forklift trucks.								
5.	Reversing bleeper fitted to all forklift trucks.								
6.	Daily safety checks to be made by each driver/designated person and documented.								
7.	Statutory thorough examination conducted on forklifts annually.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review.									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this and other related assessments, Operator training.									
SIGNED BY ASSESSOR: Gary Fletcher							DATE: November 2013		
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

SITE PROCEDURES – FIRE RISKS

LOCATION:
GENERIC DOCUMENTATION, GENERIC DOCUMENTATION

The following procedures must be strictly adhered to while working on site.

- Check you equipment daily and report any problems to your supervisor.
- Pressure of extinguishers
- They are within a twelve month inspection period
- The casing/hose/nozzle/pins are intact and free from defect
- The type of extinguisher is suitable for the materials which are being used



Transportation and use of Petrol

DO NOT SMOKE

- Only the minimum amount of fuel is to be carried on the vehicle.
- The container must be of steel construction and suitable for the transportation of Petrol/Two-Stroke mixture, and must have the correct cap fitted.
- DO NOT USE PETROL for any other propose other than refueling plant.
- Never refuel is a confined space, as well as flammable the vapours are harmful to health
- Always use the Drip Tray provided
- Never re-fuel plant near a road gully or manhole lid where there is a possibility it could find its way into a drainage system or river.
- When refueling plant i.e. petrol driven plant the machine must not be running.
- Ignition can be caused by a hot exhaust, allow the plant to cool down before refueling.
- Have a fire extinguisher to hand.
- No sources of ignition must be present during the refueling process - this includes mobile phones.
- Use a funnel.
- Do not overfill the plant, any spillages must be cleaned up using an absorbent material, and disposed of in the approved manner.

- Report any spillages to the Site Management and your Supervisor
- Gloves should be worn, red gauntlet type.
- Wash off any exposed skin when contaminated.
- Remove any contaminated clothing immediately; allow to dry before sending to laundry.
- Generators and other static plant must be placed in a drip tray.

Diesel/Gas Oil

DO NOT SMOKE

- Only the minimum amount of fuel is to be carried on the vehicle.
- When refueling plant the machine must not be running.
- The container must be suitable for the transportation of Diesel/Gas Oil, and must have the correct cap fitted.
- Always use the Drip Tray provided
- Never re-fuel plant near a road gully or manhole lid where there is a possibility it could find its way into a drainage system or river.
- Ignition can be caused by a hot exhaust, allow the plant to cool down before refueling.
- No sources of ignition must be present during the refueling process.
- Have a fire extinguisher to hand
- Use a funnel.
- Report any spillages to the Site Management and your Supervisor
- Do not overfill the plant, any spillages must be cleaned up using an absorbent material, and dispose of in the approved manner.
- Gloves should be worn, red gauntlet type.
- Wash off any exposed skin when contaminated.
- Remove any contaminated clothing immediately; allow to dry before sending to laundry.
- When cleaning off tools, spades, rakes etc, place the container on a Drip Tray ensure the container for the diesel does not leak, and is of sufficient size to contain the tool and do not overfill the container.

Bitumen Boilers

DO NOT SMOKE

- Select a suitable location to place the boiler, make sure you use the lid.
- Make sure the boiler is placed into a tray to catch any spillages.
- Check the gas pipe and joints to ensure there are no leaks, soap test do not use a naked flame.
- Pipe ends should be clamped not secured with jubilee clips.
- Make sure the gas bottle is at least 3m away from the boiler when in use.
- Have a fire extinguisher to hand, 9KG dry powder, not water.
- Never leave the boiler unattended when lit.

- Allow adequate time for the boiler to cool down before attempting to move it.
- Frost on the gas bottle is caused by too great a demand, link two bottles up using a pig tail and reduce the pressure on the regulator never apply heat to a gas bottle.
- Gauntlets and other relevant PPE should be worn when operating equipment (see Risk assessment B002).

RISK ASSESSMENT Use of Hand Tools						Ref: H001			
						Page 1 of 1			
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Injuries to eyes caused by flying particles.				2	3	6	1	3	3
Injury to hands, feet and body from contact with tool or work piece.				2	2	4	1	2	2
Sprains and strains caused by using hand tools incorrectly.				2	2	4	1	2	2
Injury causes by tripping over tools (due to poor housekeeping).				2	2	4	1	2	2
PERSONS AT RISK: Employees involved in the activity									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection	✓	Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.					
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place.									
1.	Ensure that hand tools are not used for any other than their intended purpose (e.g. do not use a screwdriver as a chisel).								
2.	Operatives must carry out visual checks of hand tools before their first use each day. Damaged or dangerous tools must not be used.								
3.	Eye protection MUST be used whenever work is carried out using cold chisels, drills, sanders or any other tools where there is a risk of flying particles.								
4.	Open-bladed knives, screwdrivers and other sharp tools must not be carried in pockets or in any manner which could cause injury to the user or others.								
5.	In flammable atmospheres or where highly flammable substances may be present, only non-ferrous (spark free) tools must be used.								
6.	Sharpening is a skilled task and must only be carried out by trained and authorised persons.								
7.	Tools must not be left lying about but returned to storage after use.								
8.	Common faults which must be checked for include: Mushroomed heads on chisels, Loose and damaged hammer and file handles, Splayed jaws on open-ended spanners, Damaged pick and shovel handles, Damaged screwdriver blades.								
9.	Periodic thorough examinations are recommended, with records kept.								
10.	Certain tasks using hand tools can result in high sound pressures – hearing protection must be worn if carrying out sustained hammering or other noisy tasks.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required). None at this time of review									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment, Operator training.									
SIGNED BY ASSESSOR: Gary Fletcher						DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

RISK ASSESSMENT Storage and Use of Highly Flammable Liquid (HFL)						Ref: H002			
						Page 1 of 1			
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Fire				2	3	6	1	3	3
Explosion				2	3	6	1	3	3
PERSONS AT RISK	Y/N	DETAIL							
EMPLOYEES	Y								
CONTRACTORS	Y/N								
MEMBERS OF PUBLIC	Y/N								
OTHERS	Y/N								
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection		Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest (in MEWP)			
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place									
1.	Before using HFL, consider whether it can be substituted with non-flammable liquids or those with flash points above 55°C.								
2.	HFL must be stored well away from other flammable substances and oxidising agents.								
3.	A permit to work system is recommended for all work involving HFL.								
4.	All plant and equipment used for the handling of HFL must be electronically bonded, including measures to prevent the build up of static electricity.								
5.	Dispensing points must be fitted with quick action (non-automatic) shut off valves fitted with flame arrestors.								
6.	Wherever practicable, do not stack drums, but if necessary stack to a height not exceeding 2m.								
7.	HFL with very low flashpoints must be shielded from heat sources (including the sun).								
8.	A suitable fire-resistant storage area must be provided. It must be adequately signed.								
9.	Ensure that only minimum amounts of HFL are stored.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. Fire safety training. Emergency procedures.									
SIGNED BY ASSESSOR: <i>Gary Fletcher</i>						DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

RISK ASSESSMENT Working Near or In Highway						Ref: H003			
						Page 1 of 2			
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Being struck by moving vehicles could result in minor to fatal injuries				3	3	9	2	2	4
Plant overturning resulting in minor to fatal injuries				3	3	9	2	2	4
Unauthorised vehicles entering the works				3	3	9	1	3	3
PERSONS AT RISK	Y/N	DETAIL							
EMPLOYEES	Y	Operatives engaged in the activity							
CONTRACTORS	Y	Operatives engaged in the activity							
MEMBERS OF PUBLIC	Y	Members of the public where access is required							
OTHERS	Y	Persons in the vicinity and other highway users							
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection		Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.					
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place									
1.	All operatives are trained to work on highways and are in possession of a current certification of competence, e.g. CSCS, FLEC, CITB, NRSWA.								
2.	A detailed method statement to be produced identifying associated risks and hazards.								
3.	All operatives and visitors wear minimum personal protective equipment of hi-visibility vests, safety helmets, safety footwear to current BS/EN standards.								
4.	Notification to relevant authorities is planned and relevant licence has been obtained prior to works commencing, together with consultation with authorities.								
5.	Working areas are cordoned off in accordance to the provisions of NRSWA including the requirements of Chapter 8 (traffic signals manual).								
6.	Cordoned areas include the provision for safety zones for excavations and cranes etc., where necessary.								
7.	Suitable and sufficient signage is erected before works commence.								
8.	Faults found in routine inspections of barriers, signage, lamps and signals are reported in the pre-start check to the immediate supervisor.								
9.	Overhead services are identified and safeguarded, including goal posts, warning tape, etc. as per GS6, prior to movement.								
10.	Underground services are identified and located and ground bearing capacity is able to withstand the weight of any plant employed in that area.								
11.	Plant, equipment and personnel remain within the parameters of the safety zone and a traffic route is established and identified on site plan.								
12.	Adequate provision is given to the delivery and secure storage of materials.								
13.	Plant and machinery is maintained according to manufacturers' guidance.								
14.	Machinery is inspected and current thorough examination certification is in date.								
15.	Plant and machinery on or near site carries the correct Department of Transport certification.								
16.	Pedestrians are given clear access and are protected from traffic and works by a safety zone by adequate barriers.								

RISK ASSESSMENT Working Near or In Highway		Ref: H003
		Page 2 of 2
17.	Amber marking lights are fitted to plant and moving machinery and will be switched on during work activities together with audible reversing devices.	
18.	Signalmen are employed for the assistance of traffic movement on site.	
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.		
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review		
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.		
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. Method statement for activity to be undertaken. COSHH (if applicable).		
SIGNED BY ASSESSOR: <i>Gary Fletcher</i>		DATE: November 2013
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058		

RISK ASSESSMENT Hot Work						Ref: H004			
						Page 1 of 1			
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Fire and explosion				2	3	6	1	2	2
Creation of noxious fumes				2	3	6	1	3	3
Injury to persons caused by contact with hot object				2	2	4	1	1	1
PERSONS AT RISK: Employees involved in the activity.									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.	✓	Fall Arrest			
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place									
1.	A pre-start inspection of the workplace must be carried out, taking into account :- - location of work - fire safety and prevention procedures - material to be worked - available ventilation - other works in progress in and around the work area - access and egress								
2.	For work in areas with higher than usual risk of fire & for work in confined spaces or with poor ventilation, a permit-to-work system must be introduced.								
3.	Screens and fire blankets must be made available to protect persons and flammable materials from sparks and heat.								
4.	Where natural ventilation is poor, local exhaust ventilation may be necessary.								
5.	Display warning notices to inform others of the work in progress.								
6.	All equipment must be thoroughly checked before each use.								
7.	All hot work must cease one hour before end of shift and 30 minute and 60 minute fire checks carried out.								
8.	Fire sentries must be posted where there is a risk of fire or heat transfer to adjacent areas.								
9.	A more detailed assessment must be carried out if the work is to take place where flammable or explosive substances are present.								
10.	Site specific fire risk assessments must be carried out for all workplaces.								
11.	Practice good housekeeping – do not allow waste to accumulate.								
12.	Ensure correct PPE is available and used.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances. 30 and 60 minute fire checks required.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. Operator training.									
SIGNED BY ASSESSOR: Gary Fletcher						DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

RISK ASSESSMENT Removing and Replacing Ironworks						Ref: I002					
						Page 1 of 1					
EMPLOYER: Gary Fletcher (Surfacing) Limited											
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION											
ASSESSED BY: G Fletcher				DESIGNATION: Director							
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)											
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.						RISK ASSESSMENT					
						UNCONTROLLED		CONTROLLED			
						L	S	RR	L	S	RR
Personal injury, e.g. trapped and crushed digits, hands, toes and feet						2	3	6	1	1	2
Musculo-skeletal problems due to manual handling						2	2	4	1	2	2
Vibration white finger (from power tools)						2	3	6	2	2	4
Trips, slips and falls						2	2	4	1	2	2
PERSONS AT RISK	Y/N	DETAIL									
EMPLOYEES	Y	Operatives									
CONTRACTORS	Y	Sub-contractors									
MEMBERS OF PUBLIC	Y	General public									
OTHERS	Y/N										
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.											
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection	✓	Hi-visibility Clothing	✓	Gloves	✓		
Foot Protection	✓	Safety Clothing		R.P.E.	✓	Fall Arrest (in MEWP)					
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place											
1.	All operatives to be trained and competent in manual handling techniques.										
2.	Appropriate personal protective equipment must be used.										
3.	Mechanical lifting aids to be used where appropriate.										
4.	Low vibration power tools to be used and these should be limited to a maximum of 90 minutes per day per operative.										
5.	Raised ironwork should be suitably ramped and adequate warning signage in place.										
6.	Suitable barriers should be used to stop the general public gaining access into the works area along with adequate warning signage.										
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.											
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review											
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.											
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment.											
SIGNED BY ASSESSOR: Gary Fletcher							DATE: November 2013				
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058											

RISK ASSESSMENT Kerb Laying						Ref: K001			
						Page 1 of 1			
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Personal injury, e.g. trapped and crushed digits, hands, toes and feet				2	3	6	1	1	2
Musculo-skeletal problems due to manual handling				2	2	4	1	2	2
Collapse of kerb stockpile				2	3	6	2	2	4
Burns from cement / concrete				2	3	6	1	2	2
Weather conditions				2	2	4	1	2	2
PERSONS AT RISK	Y/N	DETAIL							
EMPLOYEES	Y	Operatives							
CONTRACTORS	Y	Operatives within the vicinity							
MEMBERS OF PUBLIC	Y	General public							
OTHERS	Y/N								
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection	✓	Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.	✓	Fall Arrest (in MEWP)			
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place.									
1.	All operatives must be trained, authorised and fit to carry out the required tasks.								
2.	All operations must be adequately supervised and a site specific risk assessment and safe method of working must be carried out for all operations where the manual handling of kerbs is required. This must take into account factors such as weather, amount of kerbs to be manually handled, the weight of the kerb, the amount to be lifted, the terrain in which they are to be moved, the number of men available to carry out the required tasks.								
3.	Mechanical lifting devices should be used, i.e. vacuum lifting devices.								
4.	Mechanical lifting devices must be used in accordance with the manufacturers' instructions by competent operatives.								
5.	Kerbs must be stored on level, stable ground no more than 2 pallets high with good access for vehicles to load and unload.								
6.	Suitable barriers should be erected to stop public access into work areas.								
7.	Only mechanical lifting machines rated less than 80dB(a) should be used without suitable hearing protection.								
8.	Suitable personal protective equipment must be worn.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment.									
SIGNED BY ASSESSOR: Gary Fletcher						DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

RISK ASSESSMENT Laser Levelling Equipment				Ref: L002					
Page 1 of 1									
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher			DESIGNATION: Director						
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED		CONTROLLED			
				L	S	RR	L	S	RR
Injuries to eyes				2	3	6	1	3	3
Damage to skin (burns)				2	2	4	1	2	2
PERSONS AT RISK	Y/N	DETAIL							
EMPLOYEES	Y	Operatives undertaking the activity							
CONTRACTORS	Y	Other operatives working with the vicinity.							
MEMBERS OF PUBLIC	Y								
OTHERS	Y								
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.					
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place.									
1.	All operatives are trained in the installation, adjustment and operation of laser equipment.								
2.	Wherever practicable use Class 1 or Class 2 lasers (clearly marked on the equipment).								
3.	All lasers are maintained and free of defects and comply with current BS/EN standards.								
4.	Operatives are instructed not to embark in horseplay when using lasers, e.g. aiming at vehicles or people.								
5.	Class 3A, 3B or Class 4 lasers are not to be used on site unless a safe system of work has been planned and all necessary precautions provided on site have been accepted by the appointed 'Laser Safety Officer'.								
6.	All work with laser levelling equipment must be carried out under the supervision of a competent person, by trained and authorised persons only.								
7.	Optical instruments, e.g. binoculars are not used to look at the laser beam.								
8.	All work areas to be cordoned off. Warning signage is used to prevent unauthorised access.								
9.	All obstacles are removed, e.g. reflective surfaces from the internal path of the beam to prevent deflection.								
10.	All laser works are planned to include beam protection below or above normal eye-level height.								
11.	Always switch off laser equipment when not in use.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. Operator training. Manufacturers' instructions.									
SIGNED BY ASSESSOR: Gary Fletcher					DATE: November 2013				
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

RISK ASSESSMENT Use of Lifting Equipment (General)						Ref: L003			
						Page 1 of 1			
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Unintentional release of load				2	3	6	1	3	3
Unplanned movement of load				2	3	6	2	2	4
Damage to equipment and load				2	2	4	1	2	2
Crush injuries to personnel				2	3	6	1	3	3
PERSONS AT RISK	Y/N	DETAIL							
EMPLOYEES	Y	Operatives undertaking activity							
CONTRACTORS	Y/N								
MEMBERS OF PUBLIC	Y/N								
OTHERS	Y/N								
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection		Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.					
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place.									
1.	Check certification of lifting equipment and operator before allowing work to commence.								
2.	When selecting lifting equipment, consideration must be given to the weight, size, shape and centre of gravity of the load.								
3.	All lifting gear should be individually identifiable and stored so as to prevent damage or deterioration.								
4.	The safe working load of the lifting equipment and all lifting gear must be clearly marked on the item and never be exceeded.								
5.	All lifting gear must be visually inspected before each use.								
6.	Lifting gear (chains, slings, etc.) must be protected from damage during lifting by the use of packing on sharp edges.								
7.	Before fully raising the load, checks must be made to ensure that it is being lifted evenly and is not likely to swing or sway when raised.								
8.	Tail ropes must be used for larger loads to assist in manoeuvring operations.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. Operator training.									
SIGNED BY ASSESSOR Gary Fletcher						DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

RISK ASSESSMENT Lone Working										Ref: L004			
Page 1 of 1													
EMPLOYER: Gary Fletcher (Surfacing) Limited													
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION													
ASSESSED BY: G Fletcher						DESIGNATION: Director							
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)													
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.								RISK ASSESSMENT					
								UNCONTROLLED			CONTROLLED		
								L	S	RR	L	S	RR
N.B. This assessment must be considered in conjunction with the task-specific risk assessment and procedures prepared for the work activity in hand.													
Hazards which have an increased chance of occurrence because of lone working Violence against the person Accidents caused by tiredness Accidents caused by exceeding personal capabilities (e.g. manual handling) Lone workers attempting jobs designed for two or more persons								Variable		Low			
Hazards which have more serious consequences for lone workers Slips, trips and falls Entanglement in machinery Electric shock Cuts resulting in severe loss of blood Effects of existing medical conditions Other medical emergencies								Variable		Low			
PERSONS AT RISK: Employees undertaking the operation.													
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.													
Head Protection	✓	Eye/Face Protection		Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓				
Foot Protection	✓	Safety Clothing		R.P.E.		Communication Equipment (radio/phone etc).				✓			
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place.													
1.	Where the risk to lone workers cannot be reduced to "low", lone working must not be permitted.												
2.	Lone workers must be fully trained and competent in the task requested.												
3.	Personal portable communication equipment (telephone or radio) to be carried at all times by lone workers.												
4.	Lone workers to carry portable fire extinguisher and first aid kit. Not to left in vehicle if working away from it.												
5.	Lone workers must call in or visit office at least twice a day (or as arranged).												
6.	A 'shut down procedure' must be devised which ensures that, at the end of the normal day, the office makes final contact with the lone worker and instigates arrangements for out of hours contact (if necessary).												
7.	Management must make periodic checks of lone working activities to ensure safe practice.												
8.	Management must periodically check contact procedures to ensure they are effective.												
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.													
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review													
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances. Check that this assessment is fully applicable to each lone working activity undertaken.													
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. Clear information about tasks to be undertaken. Contact arrangements.													
SIGNED BY ASSESSOR: Gary Fletcher								DATE: November 2013					
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058													

RISK ASSESSMENT Storage and Use of Liquid Petroleum Gas (LPG) – up to 150 litres (66kg)						Ref: L005					
						Page 1 of 2					
EMPLOYER: Gary Fletcher (Surfacing) Limited											
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION											
ASSESSED BY: G Fletcher				DESIGNATION: Director							
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)											
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.						RISK ASSESSMENT					
						UNCONTROLLED		CONTROLLED			
						L	S	RR	L	S	RR
Leaks from containers causing fire, explosion or asphyxia						2	3	6	1	3	3
Explosions due to containers being exposed to excessive heat, (e.g. in fires)						2	3	6	1	3	3
PERSONS AT RISK: Employees involved in the use of LPG and any persons (contractors or public) in the vicinity and any structures nearby											
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.											
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection		Hi-visibility Clothing	✓	Gloves			
Foot Protection	✓	Safety Clothing		R.P.E.							
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place											
1.	Cylinders must be stored well away from acids and other highly flammable, combustible or oxidising materials.										
2.	Avoid stacking cylinders wherever practicable. If it is necessary to stack cylinders, the stack must not be more than 2.5m high.										
3.	Empty containers must be treated in the same manner as full cylinders, but marked MT (empty) and kept separate from full containers.										
4.	Empty containers must be stored with their valves fully closed.										
5.	Only the minimum required amount of LPG should be held in storage. Adequate signage must be provided.										
6.	Adequate ventilation must be provided to all storage areas, although secure storage in open mesh, lockable containers away from buildings, drains, excavations and roadways is preferred.										
7.	Cylinders must always be stored upright.										
8.	When not in use, cylinders must be returned to the designated storage area.										
9.	Cylinders without relief valves are no longer permissible and must be taken out of use.										
10.	Cylinders with damaged valves or threads must be appropriately labelled and returned to the supplier.										
11.	In the event of fire involving LPG the fire service must be called immediately.										
12.	No attempt should be made to tackle an outbreak of fire involving LPG until the gas supply has been turned off.										
13.	If it is safe to do so, a fire may be tackled but only by persons trained to do so.										
14.	Cylinders must be placed in proper trolleys or lashed upright to prevent toppling.										
15.	Hoses from cylinders to equipment must not be over stretched or trailed over walkways and roads.										
16.	All equipment which uses LPG and all connections and hoses must be subjected to regular inspection and maintenance.										
17.	Hot work must cease one hour before end of shift and 30 and 60 minute fire inspections of the workplace carried out.										
18.	Never apply direct heat to cylinders; do not crush or cut cylinders.										
19.	Manual handling training must be provided to persons involved in the movement and storage of cylinders.										
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.											

RISK ASSESSMENT Storage and Use of Liquid Petroleum Gas (LPG) – up to 150 litres (66kg)		Ref: L005
		Page 2 of 2
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) Check PPE requirements according to the activity taking place.		
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances. LPG storage areas must be subject to regular inspection		
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. Fire safety training. Manual handling training.		
SIGNED BY ASSESSOR: <i>Gary Fletcher</i>		DATE: November 2013
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058		

RISK ASSESSMENT Manual Handling and Lifting						Ref: M002					
Page 1 of 1											
EMPLOYER: Gary Fletcher (Surfacing) Limited											
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION											
ASSESSED BY: G Fletcher				DESIGNATION: Director							
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)											
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.						RISK ASSESSMENT					
						UNCONTROLLED		CONTROLLED			
						L	S	RR	L	S	RR
Back strain, slipped disc, hernias due to incorrect handling or lifting						2	3	6	1	2	2
Lacerations, crushing of hands or fingers						2	3	6	1	2	2
Bruised or broken toes or feet						2	3	6	1	2	2
Tenosynovitis, various sprains and strains						2	3	6	1	2	2
PERSONS AT RISK: Employees carry out the activity.											
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.											
Head Protection	✓	Eye/Face Protection		Hearing Protection		Hi-visibility Clothing	✓	Gloves		✓	
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest (in MEWP)					
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place											
1.	Ensure all operatives involved in manual handling operations are trained in the relevant procedures. Training will be based on the physical structure of the body and the effect of attempt to handle loads in various positions.										
2.	Wherever possible use mechanical means to lift and transport items.										
3.	Where use of mechanical means is impracticable, then sufficient persons must be available to lift the load and take into account the size, shape and weight of that load. Consideration will also be given to the path of the load and the immediate environment, e.g. floor conditions, lighting, access etc.										
4.	Ensure items are correctly lifted with back straight and using the legs to raise yourself if the load is low. Use a good grip with the feet apart to hip width and one foot slightly in front of the other.										
5.	Avoid twisting, stooping or reaching to left or deposit the load.										
6.	Ensure that access areas are clean, clear and that the lighting is adequate.										
7.	Wear suitable personal protective equipment, i.e. gloves, safety footwear equipment relevant to the working environment.										
8.	Protect sharp edges.										
9.	Avoid long lifts and if necessary change grip when the load is at waist height.										
10.	Keep the load close to the body.										
11.	Arrange storage so that the heaviest loads are in the most convenient position, i.e. from knee to shoulder range.										
12.	For long distances arrange supports to allow the load to be placed for brief breaks. If possible, break the load down into smaller items. If possible, provide proper handles, handholds or use carrying devices to avoid the possibility of trapped fingers etc.										
13.	Secure items which are loose to prevent the load shifting when being carried. Avoid carrying up and down steps.										
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.											
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review											
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.											
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. Site safety induction. Manual Handling Lifting Training (if applicable).											
SIGNED BY ASSESSOR: Gary Fletcher								DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058											

RISK ASSESSMENT Materials Storage (General)						Ref: M003			
						Page 1 of 1			
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Injuries to persons caused by incorrectly stored materials falling from height				2	3	6	1	3	3
Musculoskeletal injuries caused by incorrect lifting and handling				2	2	4	1	2	2
Working with and in the proximity of mechanical lifting and handling machinery, (e.g. fork lift trucks, conveyors, trolleys etc.) – crush and other contact related injuries				2	3	6	1	3	3
PERSONS AT RISK: Any persons undertaking the task and any persons within the storage area.									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection		Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest (in MEWP)			
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place									
1.	Ensure that minimum quantities of materials are ordered in line with work programme, thus reducing quantities stored.								
2.	Ensure that storage areas are level.								
3.	Follow manufacturer's recommendations with respect to temperature, humidity and stacking requirements.								
4.	For hazardous substances, see COSHH assessments or prepare new.								
5.	Palletised loads should not be stacked more than two high unless otherwise indicated.								
6.	Provide manual handling training to all employees. Use mechanical means wherever reasonably practicable.								
7.	Segregate pedestrian and traffic routes wherever practicable. In restricted spaces, consider whether proper use is being made of audible and visible warnings and high-visibility clothing.								
8.	Compressed gas cylinders must be stored upright, away from accommodation and work areas.								
9.	Use chocks or other devices to ensure that cylindrical objects cannot roll.								
10.	All containers must be clearly marked with their contents.								
11.	Secure storage must be provided for hazardous substances.								
12.	Provide trays or bunds to contain leaks and spillages.								
13.	Ensure that adequate access to above and below ground storage areas is provided.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required)									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. COSHH information for hazardous substances. Manual handling training. Information contained in other assessments (e.g. use of fork lift trucks, work at height, manual handling, use of racking systems, etc).									
SIGNED BY ASSESSOR: Gary Fletcher						DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

RISK ASSESSMENT Noise						Ref: N001					
						Page 1 of 1					
EMPLOYER: Gary Fletcher (Surfacing) Limited											
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION											
ASSESSED BY: G Fletcher				DESIGNATION: Director							
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)											
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.						RISK ASSESSMENT					
						UNCONTROLLED		CONTROLLED			
						L	S	RR	L	S	RR
Damage to hearing caused by prolonged exposure to noise above 80dB(A)						3	2	6	1	2	2
Damage to hearing caused by prolonged exposure to noise above 85dB(A)						3	3	9	1	3	3
Damage to hearing caused by any exposure to noise above 140dB(A) (200 pascals)						2	3	6	1	3	3
PERSONS AT RISK		Y/N	DETAIL								
EMPLOYEES		Y	Those involved in the activities and others in or near the work area								
CONTRACTORS		Y/N									
MEMBERS OF PUBLIC		Y/N									
OTHERS		Y/N									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.											
Head Protection	✓	Eye/Face Protection		Hearing Protection	✓	Hi-visibility Clothing	✓	Gloves	✓		
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest					
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place											
1.	For all work activities, noise levels must be reduced to their lowest practicable level using means other than hearing protection, (e.g. screens, mufflers, engineering solutions, etc).										
2.	Between 80dB(A) and 85dB(A), all employees must be advised to wear hearing protection and provided with it on request.										
3.	Above 80dB(A) the use of hearing protection is mandatory and must be strictly enforced.										
4.	Where the noise level regularly exceeds 80dB(A) and it is practicable to do so hearing protection zones must be designated. Access to these zones must be restricted to necessary personnel only and signs erected to this effect.										
5.	For high risk areas and activities, a separate, specific assessment is recommended.										
6.	Ensure that different types of hearing protection are available so as to suit individual requirements, (e.g. earmuffs, earplugs, semi-inserts).										
7.	Ensure that the hearing protection selected is effective in reducing exposure to a safe level (i.e. below 80dB(A)).										
8.	Earplugs should only be used once and never by persons with dirty hands.										
9.	Semi-inserts must be washed before each use according to manufacturer's instructions.										
10.	Dirty or damaged hearing protection must not be used.										
11.	If hearing protection is to be used in conjunction with other PPE, care must be taken to ensure that one does not impair the effectiveness of the other (e.g. when using ear muffs attached to a safety helmet, care must be taken to ensure that an effective seal around the ear is maintained at all times).										
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.											
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required)											
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.											
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. Operator training. Information regarding the selection and use of hearing protection.											
SIGNED BY ASSESSOR: Gary Fletcher						DATE: November 2013					
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058											

RISK ASSESSMENT Occupied Premises (Work in and Around)							Ref: O001		
							Page 1 of 2		
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Electric shock and/or electrical burns from contact with live systems				2	3	6	1	3	3
Fire and/or explosion caused by electrical short circuit or gas leak				2	3	6	1	3	3
Falls from heights				2	3	6	1	3	3
Injuries to third parties – falling objects				2	3	6	1	2	2
Injuries to third parties – plant and equipment				2	3	6	1	3	3
Slips, trips and falls				2	2	4	1	1	1
Noise				2	2	4	1	2	2
Dust				2	2	4	1	1	1
PERSONS AT RISK: Employees involved in the activity, delivery personnel and other contractors, members of the public and visitors to the premises.									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection		Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest (in MEWP)			
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place.									
1.	Prior to commencement of operations (and throughout the project), the site supervisor must liaise with the owner/occupier of the premises to ensure full reciprocal knowledge of existing hazards, demarcation of areas of responsibility, work hazards and potential areas of conflict.								
2.	Details of existing services must be obtained before work starts.								
3.	Access equipment must be provided to ensure safety of workers and occupants.								
4.	Ensure COSHH assessments are available for all substances to be used or likely to be encountered on site.								
5.	Physical barriers and warning signs must be used to segregate occupants, visitors and members of the public from the works and site activities in general.								
6.	Dust emissions must be minimised and contained within site boundaries of the construction site. Where reasonably practicable, re-specify work to reduce or eliminate dust hazard, use dust extractors and/or damp down work areas.								
7.	Plan and manage work so as to reduce risks to third parties from trip hazards. No tools, materials or trailing leads to be left unattended in areas of public access.								
8.	Fire exit routes must be kept free of obstruction. If this is not possible, the occupiers of the building must be consulted and alternative temporary arrangements made. All users of the building must be made aware of the new arrangements.								
9.	Hot work and work involving the use of naked flames will require a permit to work system to be introduced.								
10.	When working over areas of public/occupier access, covered walkways, exclusion zones, debris netting, fans or other suitable measures to protect the public must be used.								
11.	Regular liaison must take place with occupants to co-ordinate work and eliminate hazards.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required)									

RISK ASSESSMENT Occupied Premises (Work in and Around)		Ref: O001
		Page 2 of 2
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances. Workplace monitoring must include initial checks to ensure safe systems of work are in place, barriers and signage are in place and effective and that work and public areas are left safe and secure at the end of each shift.		
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this and other related assessments.		
SIGNED BY ASSESSOR: <i>Gary Fletcher</i>		DATE: November 2013
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058		

RISK ASSESSMENT Openings, Holes, Voids and Edges										Ref: O002			
Page 1 of 1													
EMPLOYER: Gary Fletcher (Surfacing) Limited													
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION													
ASSESSED BY: G Fletcher						DESIGNATION: Director							
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)													
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.								RISK ASSESSMENT					
								UNCONTROLLED			CONTROLLED		
								L	S	RR	L	S	RR
Persons falling into openings / holes and voids or from open edges								2	3	6	1	3	3
Falls of materials onto persons below								2	3	6	1	3	3
PERSONS AT RISK		Y/N	DETAIL										
EMPLOYEES		Y											
CONTRACTORS		Y/N											
MEMBERS OF PUBLIC		Y/N											
OTHERS		Y/N											
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.													
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓				
Foot Protection	✓	Safety Clothing		R.P.E.									
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place.													
1.	All openings are clearly identified on site plans.												
2.	Where persons may fall over 2m or any distance from which an injury may occur, edge protection must be provided.												
3.	Toe boards must be provided to prevent the falls of men and materials.												
4.	Openings in floors must be robustly covered and "Hole Below" signs erected. Alternatively, guard rails and toe boards may be erected around the hole.												
5.	Ground chambers, such as manholes and gully pots must be covered with their permanent covers/lids wherever practicable. Temporary covers must be sufficiently robust as to prevent persons falling through them or becoming accidentally dislodged.												
6.	The top guard rail must be at least 910mm high (although 1000mm is preferred).												
7.	Toe boards must be at least 150mm high.												
8.	There must not be an unprotected gap between the toe board and the top guard rail of more than 470mm (use intermediate guard rails or brick guards).												
9.	Where practicable, do not store materials near holes or edges.												
10.	Visitors are accompanied at all times on site and they are fully inducted on site rules.												
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.													
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review													
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.													
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment.													
SIGNED BY ASSESSOR: Gary Fletcher										DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058													

RISK ASSESSMENT Paver Operation						Ref: P001			
						Page 1 of 1			
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Fire				2	3	6	1	1	2
Being struck by other vehicles				2	2	4	1	2	2
Electrocution from overhead cables				2	3	6	2	2	4
Hot or sharp materials or equipment				2	3	6	1	2	2
Noisy machinery / environment				2	2	4	1	1	1
Handling LPG cylinders and extension boxes				2	3	6	1	2	2
Hazardous substances				2	3	6	2	2	4
Weather conditions causing slips, trips or falls				2	2	4	1	2	2
PERSONS AT RISK		Y/N	DETAIL						
EMPLOYEES		Y	Operatives engaged in the activity						
CONTRACTORS		Y	All personnel within the vicinity						
MEMBERS OF PUBLIC		Y	General public						
OTHERS		Y/N							
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection	✓	Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest (in MEWP)			
CONTROL MEASURES: This is a low risk operation providing all control measures are in place									
1.	Ensure hearing protection is worn where noise levels are assessed to be above 80dB(a).								
2.	Personal protection equipment to be worn as appropriate.								
3.	Machinery must be inspected and well maintained.								
4.	Operator must be trained, competent and authorised to carry out their duties in the operation of machinery.								
5.	Operatives must be trained in fire fighting, including LPG fires. A 9kg dry powder fire extinguisher must be carried and stored in a secure location on the machine and must be checked on a regular basis to check it is suitably charged.								
6.	Operator must be trained in manual handling.								
7.	Prior to carrying out maintenance the machinery must be isolated. Follow the manufacturers' handbook instructions.								
8.	Entry is not allowed into the paver pan unless the machine has been isolated.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. COSHH Assessments									
SIGNED BY ASSESSOR: Gary Fletcher							DATE: November 2013		
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

RISK ASSESSMENT Percussive Tools										Ref: P003	
Page 1 of 1											
EMPLOYER: Gary Fletcher (Surfacing) Limited											
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION											
ASSESSED BY: G Fletcher						DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)											
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.						RISK ASSESSMENT					
						UNCONTROLLED			CONTROLLED		
						L	S	RR	L	S	RR
Vibration white finger due to prolonged exposure						3	3	9	2	2	4
Hearing impairment due to excessive noise levels						3	3	9	2	2	4
Musculo skeletal disorders						2	3	6	1	2	2
PERSONS AT RISK		Y/N	DETAIL								
EMPLOYEES		Y	Operators								
CONTRACTORS		Y	Others in the vicinity								
MEMBERS OF PUBLIC		Y/N									
OTHERS		Y/N									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.											
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection	✓	Hi-visibility Clothing	✓	Gloves	✓		
Foot Protection	✓	Safety Clothing		R.P.E.							
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place											
1.	Vibration dampening devices on tools are employed whenever possible.										
2.	Anti-vibration and hand grips are used on tools.										
3.	Vibration absorbent gloves are used as appropriate.										
4.	Only trained and competent persons use tools.										
5.	Task rotation or work share is adopted to reduce exposure to vibration. Check vibration assessment for maximum operating time for appropriate piece of equipment to be used.										
6.	Tools are maintained in good working and according to manufacturers' instructions.										
7.	Records of inspection are kept.										
8.	Regular flexing of fingers and hands is strongly recommended.										
9.	Tool box talks are given on the subject of percussive tools.										
10.	Noise assessment to be carried out as necessary. Suitable and sufficient ear defenders are used for the relevant action level.										
11.	Persons using percussive tools during cold weather should keep warm when working.										
12.	Records are kept for the monitoring or certifications, maintenance, training and inspections by competent persons.										
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.											
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review											
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.											
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. Site safety induction											
SIGNED BY ASSESSOR: Gary Fletcher								DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058											

RISK ASSESSMENT Public				Ref: P009					
				Page 1 of 2					
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher			DESIGNATION: Director						
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED					
				CONTROLLED					
				L	S	RR	L	S	RR
Serious, perhaps fatal injury may result in the event of persons falling/tripping into excavations, manholes; or falls from unauthorised access to scaffolding				2	3	6	1	3	3
Contact with falling materials				2	3	6	1	3	3
Unauthorised use of site plant and equipment				2	3	6	1	3	3
Contact with site traffic				2	3	6	1	3	3
Collapse of poorly stored building materials				2	3	6	1	3	3
Contact with live sources of energy				2	3	6	1	3	3
Ill health resulting from poor storage and disposal of substances hazardous to health				2	3	6	1	3	3
PERSONS AT RISK	Y/N	DETAIL							
EMPLOYEES	Y/N								
CONTRACTORS	Y/N								
MEMBERS OF PUBLIC	Y/N								
OTHERS	Y/N								
PERSONAL PROTECTIVE EQUIPMENT:									
The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection		Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.					
CONTROL MEASURES:									
This is a LOW risk activity providing all control measures are in place									
1.	Barriers are installed which are suitable for the location to segregate site work from public access.								
2.	Back-fill will occur as soon as possible, covering of excavations at night if possible.								
3.	Spoil from excavations does not impede access of pavements.								
4.	All obstructions are clearly marked.								
5.	Temporary flooring materials are used where necessary.								
6.	All trailing cables are fixed or covered when crossing pedestrian areas.								
7.	Waste materials are removed and stored in a suitable place.								
8.	Spillages are cleared up immediately.								
9.	Bases of scaffolding are enclosed to prevent climbing.								
10.	Ladders are removed and secured in the site compound out of hours.								
11.	Where appropriate mobile elevated platforms are used in place of scaffolding.								
12.	Debris chutes are provided with covers to stop children using them.								
13.	All plant is immobilised out of working hours.								
14.	Keys and starting handles are removed when machinery is not in use and stored in a secure area.								
15.	Less hazardous substances are considered when necessary.								
16.	Local exhaust ventilation is used where necessary.								

RISK ASSESSMENT Public		Ref: P009
		Page 2 of 2
17.	Anyone not directly involved with the work is excluded from the vicinity.	
18.	The amount of hazardous/flammable materials is limited on the site at any one time.	
19.	Building materials are stored within the site perimeter on ground level and not more than two pallets in height.	
20.	Sand piles are not permitted to have vertical sides.	
21.	A reduced voltage supply is considered on site and only 110v is used for portable electrical tools.	
22.	Lighting is placed out of reach.	
23.	Gas cylinders are stored in secured cages and fitted with correct operating valves.	
24.	Bowsers are locked off with suitable equipment.	
25.	Fires are not permitted near storage areas.	
26.	Suppression equipment is used on percussion equipment.	
27.	Noise barriers are used where necessary.	
28.	The use of low dust materials is considered where necessary.	
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.		
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review		
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.		
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment.		
SIGNED BY ASSESSOR: <i>Gary Fletcher</i>		DATE: November 2013
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058		

RISK ASSESSMENT PPE (Selection & Use of)						Ref: P010			
						Page 1 of 1			
EMPLOYER: Garry Fletcher Surfacing Ltd									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Falls of materials onto unprotected limbs/ head				2	3	6	1	3	3
Inhalation of toxic or harmful substance				2	3	4	1	3	3
Cuts to hands or body				2	2	4	1	2	2
Crush injuries to feet, collision with plant				2	3	6	1	3	3
Damage to eyes, damage to hearing				2	2	4	1	2	2
PERSONS AT RISK: Employees undertaking activities.									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection	✓	Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.	✓	Fall Arrest (in MEWP)			
CONTROL MEASURES:									
1.	All persons to conform to site PPE rules.								
2.	All operatives are to ensure that skin remains covered during works. The wearing of shorts is strictly prohibited on all sites due to the nature of our operations. If skin comes into contact with any materials then it must be dealt with according to the manufacturer's recommendations immediately.								
3.	Hard hats to conform to the Construction Head Protection Regulations 1989. Any hat worn under a hard hat for warmth must be suitable to be worn with safety helmets, woollen hats/hoods/balaclava's not authorised for use with hard hats will not be permitted.								
4.	Operatives to check job specific method and risk packages prior to commencing to ensure the required PPE is worn in conjunction with that stated in the document.								
5.	For RPE a qualitative fit testing is usually adequate for disposable filter face pieces and half-masks. This is undertaken as a simple pass/fail based on the wearers' subjective assessment of the fit and leakage. This method is not suitable for full-face masks. Any worn or damaged items must be disposed off. Respiratory equipment – use an assigned protection factor of at least 20, even with water suppression equipment for cutting all silica based products use either FFP3 filtering face pieces or orinatal respirators with P3 filters. The risk assessment for the designated task should provide the type of RPE required.								
6.	Hearing protection must be provided where noise levels exceed 85db(A), equipment should be kept in a safe clean location, insertion plugs should be disposed of at the end of the working shift, cups should be kept clean and inspected for damage prior to use.								
7.	Safety footwear should be worn at all times whilst on site, with steel toecaps and a midsole; lace up boots/shoes should be worn to ensure good ankle support.								
8.	Where a COSHH assessment/ risk assessment dictates gloves should be worn, these need to be free of damage and appropriate for the work being undertaken, all contaminated gloves should be disposed off.								
9.	Where plant is working in close proximity with site operatives, high visibility clothing should be worn at all times								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required)									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment.									
SIGNED BY ASSESSOR: Gary Fletcher						DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

GARY FLETCHER (SURFACING) LTD – ROAD PLANING WORKS

RISK ASSESSMENT/METHOD STATEMENT

LOCATION:
GENERIC DOCUMENTATION, GENERIC DOCUMENTATION

DESCRIPTION OF WORK REQUIRING A METHOD STATEMENT

This method statement relates to the removal of bituminous material by means of cold milling machine with elevator.

SEQUENCE OF WORK

Inform site manager of presence – sign in.

On site induction to be carried out as required by main contractor.

It is understood that all traffic safety and management measures will be carried out by the main contractor.

Operator to ensure all beacons, lights, reversing cameras in working order and to carry out check on planing machine.

Full PPE to be worn by personnel (hard hats, hi-vis, dust masks, ear protectors, eye protectors, protective footwear).

Prior to commencement of the planing works assurance shall be sought that no buried ironwork or other obstruction lies within the depth or area to be planed.

The bituminous material will be removed by means of cold milling machine. The machine will both mill the surface and remove the resultant material by means of an elevator which will discharge into tipper lorries or by manual means.

The planed area will be swept clean by the use of a suction road sweeper.

Where the sweeper cannot traverse the planed area the wander hose will be used to collect the planed material.

A sprinkler system is built into both the planing machine and the suction sweeper to provide dust suppression and the operators must fill the water tanks prior to commencing planing and will check to ensure the system is working correctly.

The planing machine will be adjusted to plane to the required depth by the operator who will check at regular intervals that the correct depth is maintained.

Remove all surplus materials and leave site clean and tidy.

HAZARDS

Assessments of the known risks have been incorporated in this method statement. Any additions required to this will be drawn up and included in the method statement as the project progresses.

PLANT, MATERIALS AND EQUIPMENT

Gary Fletcher (Surfacing) Ltd acknowledges their legal and contractual obligations with regards to materials, plant and work equipment. Suitable materials, equipment and plant are used for works (either temporary or permanent if not specified). Including methods of handling.

Training is given in its correct use and the names of operatives authorized to use particular items of equipment or plant are recorded. No operative will operate any machine, plant or work equipment unless they have been trained and authorized to do so. They will at all times make full and proper use of all machine guarding or protection devices.

Prior to commencement on site it is ensured equipment or plant has correct in date certificate, statutory or otherwise. Any fault, damage, defect or malfunction of any machinery, plant, equipment, tools or guards will be reported to the site management immediately.

The removal of all surplus materials, rubbish or equipment to designated areas is carried out as and when required.

Operatives will at all times observe any pedestrian and vehicle controls throughout the premises.

Plant & Equipment to be used on site

Planing Machine

Tipper lorries

Road Sweeper

Site Details

Our on-site operator / supervisor will take overall responsibility for Health & Safety on site.

A copy of our Health & Safety Policy, Procedures and Statements and Company Codes of Practice are available on request.

Gary Fletcher (Surfacing) Ltd and all employees acknowledge our responsibility to ensure reasonable conduct and discipline, i.e the wearing of PPE, safe methods of working etc.

On site all accidents/incidents are reported, recorded and if necessary investigated and reported by the charge hand using our Company procedure which complies with the Reporting of Injuries, Diseases and Dangerous occurrences Regulations (RIDDOR)

Our emergency procedures can be found in our Health & Safety Policies, Procedures & Statements Document.

Appointed Person: Gary Fletcher / Craig Fletcher

Daytime Telephone No: 01246 419 525

Mobile: 07973 953 956

Night/Weekend Telephone No: 07973 953 956

Gary Fletcher (Surfacing) Ltd will provide all necessary clothing and equipment for their employees to carry out the work including adequate First Aid Provisions where not already provided.

We will ensure our method statement is circulated and that it is understood.

P.P.E will include:

Gloves
 Safety Boots
 Hard Hats
 Ear defenders
 High visibility jackets and trousers
 Rain proofs (inclement weather)
 Safety glasses
 Dust mask

Access/Egress:

Access and Egress site will only be via authorised routes.

Circulation of method statement

Contractor
 Employees
 Site Copy

Additional Information:

Typical Hazards on site are expected to be Dust, Plant, Noise, Manual Handling and Services.

RISK ASSESSMENT

HEALTH & SAFETY RISK ASSESSMENT

OPERATION

Road Planing Operations

PROCESS

To remove bituminous materials by means of cold milling machine.

POTENTIAL HAZARDS

Physical Injury
 Overturning Plant
 Falling Material
 Noise
 Dust
 Entanglement/Entrapment
 Contact with live services
 Contact with fixed objects.

RISKS: Likelihood (remote/possible, probable)/Severity (Fatal, serious injury, slight injury etc)

Possible injury when loading/unloading plant, moving plant and traffic: potential for serious or fatal injury.

Possible injury from reversing vehicles: potential for fatal or serious injury.

Possible slip, trip falls while moving around site: potential for minor injury

Possible injury from overturning plant: potential for serious injury.

Possible injury from falling material: potential for minor or serious injury.

Exposure to dust: potential for minor respiratory disorders

Probable exposure to noise, potential for noise induced hearing loss or other hearing problems:
potential for slight/serious injury.

Possible entanglement/entrapment on machine: potential for serious injury

Possible exposure to live services: potential for serious injury

Possible contact with fixed objects on site: potential for minor injury

THOSE AFFECTED

Operatives

Possible General Public

Others in vicinity

SAFE SYSTEMS (Existing Arrangements)

Method Statements have been produced for this activity

All beacons, lights, reversing cameras operational on all vehicles.

Regular maintenance of machines by competent person and records maintained.

Full PPE issued and mandatory. (Hard Hats, ear protectors, eye protectors, gloves, hi-vis, protective footwear, dust mask)

Cold planer to only be operated on even, well consolidated surfaces.

Machinery fitted with dust suppression and operatives to wear dust masks.

Loose clothing, long hair to be secured. Operatives not to remove/modify or alter safe guards.

Operatives to stay clear of milling drum.

Operator to ascertain location of any existing services through liaison with client.

Prior to commencement of work, operative must walk the site to establish any areas of potential conflict with tress, lamps, manholes etc.

Plant only operated by trained and competent personnel

TRAINING

Refresher training to be carried out when and where necessary.

FURTHER ACTION

None identified

RISK ASSESSMENT Rolling Operations						Ref: R006					
Page 1 of 1											
EMPLOYER: Gary Fletcher (Surfacing) Limited											
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION											
ASSESSED BY: G Fletcher				DESIGNATION: Director							
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)											
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.						RISK ASSESSMENT					
						UNCONTROLLED		CONTROLLED			
						L	S	RR	L	S	RR
Run away machine						2	3	6	1	1	2
Struck by other vehicles						2	2	4	1	2	2
Pedestrians struck by roller						2	3	6	2	2	4
Noisy machinery / environment						2	3	6	1	2	2
Overturning of roller						2	2	4	1	2	2
PERSONS AT RISK		Y/N	DETAIL								
EMPLOYEES		Y	Operatives								
CONTRACTORS		Y	Operatives within the vicinity								
MEMBERS OF PUBLIC		Y	General public								
OTHERS		Y/N									
PERSONAL PROTECTIVE EQUIPMENT:											
The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.											
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection	✓	Hi-visibility Clothing	✓	Gloves	✓		
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest (in MEWP)					
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place											
1.	All operatives must wear the appropriate personal protective equipment, and hearing protection must be worn when noise levels are above 80db(A).										
2.	Machinery must be inspected and well maintained.										
3.	Operator must be trained, competent and authorised in the operation of the machinery.										
4.	Safety zones must be adhered to as per the traffic management plan.										
5.	A roll over protection system should be fitted on rollers, and operatives must wear seat belts.										
6.	A flashing amber beacon should be visible 360° and must be operational when using the roller.										
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.											
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required)											
None at this time of review											
REVIEW AND MONITORING:											
Review in light of further information becoming available or a change in conditions/circumstances.											
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment.											
SIGNED BY ASSESSOR: Gary Fletcher								DATE:			
								November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058											

RISK ASSESSMENT Refuelling of Plant						Ref: R007					
Page 1 of 1											
EMPLOYER: Gary Fletcher (Surfacing) Limited											
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION											
ASSESSED BY: G Fletcher				DESIGNATION: Director							
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)											
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.						RISK ASSESSMENT					
						UNCONTROLLED		CONTROLLED			
						L	S	RR	L	S	RR
Fire						3	3	9	1	3	3
Explosion						3	3	9	1	3	3
Environmental Damage						2	3	6	1	3	3
Accumulation of Fumes						3	3	9	1	3	3
Personal Injury, Contraction of Diseases						3	3	9	1	3	3
PERSONS AT RISK: Employees involved in the activity, other contractors and members of the public who may be close by.											
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.											
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection		Hi-visibility Clothing	✓	Gloves		✓	
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest					
CONTROL MEASURES: This is a LOW risk activity providing all control measures are in place											
1.	Refuel only in the site designated refuelling area. If no area is designated on the site, select an area for refuelling that is; away from watercourses or any entry point into a watercourse, away from any source of ignition and is well ventilated.										
2.	Strictly no smoking whilst refuelling plant or within the refuelling area.										
3.	Ensure that a spill kit and powder fire extinguisher are within the vicinity of the refuelling area.										
4.	Do not use mobile phones or other electronic devices when refuelling.										
5.	Check the fuel requirements of the plant and select the correct fuel accordingly.										
6.	Use a drip tray wherever possible.										
7.	Only use fuel that has been stored correctly in a properly designed container.										
8.	If a fuel nozzle is supplied with the container make sure that it is used and use a funnel when dispensing fuel.										
9.	Ensure that engines and motors are switched off when refuelling and allow plant to cool to prevent ignition from the exhaust before refuelling.										
10.	Prevent fuels from entering a watercourse or from seeping into the ground. Contaminated ground should be dug out & disposed of correctly, spills are to be cleaned up immediately & any spill of fuel should be reported to your supervisor.										
11.	Do not over fill plant.										
12.	Gloves should be worn to prevent contact with fuels and eye protection should be worn to prevent splashes in to the eyes.										
13.	As soon as refuelling is complete, close fuel filling caps and fuel containers & return fuel containers to the designated storage area.										
14.	If drip trays or bunds fill with rainwater then rainwater should be treated as contaminated & disposed of in the correctly.										
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.											
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review											
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.											
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment.											
SIGNED BY ASSESSOR: Gary Fletcher								DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058											

RISK ASSESSMENT Site Tidiness						Ref: S005			
						Page 1 of 1			
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Fire due to accumulation of waste				2	3	6	1	2	2
Tripping and slipping				2	3	6	1	2	2
Handling problems, collapse of stored materials or materials falling				2	3	6	1	2	2
Restricted or blocked access				2	3	6	1	2	2
PERSONS AT RISK: Employees on site, other contractors working on or on or visiting the site, members of the public and other visitors.									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection	✓	Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.	✓	Fall Arrest (in MEWP)			
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place									
1.	Ensure all employees are made aware of the need to maintain the site in a tidy condition throughout the contract.								
2.	Ensure that stacking areas are prepared & that materials are called off in quantities that will not create difficulties on site.								
3.	Stack brick bundles on a level base and no more than 2 bundles high. Steel and nylon banding must be safely disposed of to a skip as soon as it is cut. Take care not to leave any bands projecting from a stack.								
4.	Keep materials and items in their correct location until required and if relevant return them when finished. Keep access clear to material stacks.								
5.	Clear up waste materials as work proceeds and dispose of correctly. Keep floor areas clean and dry if possible Clean up spillages immediately and dispose of waste correctly.								
6.	Remove protruding nails from timber before stacking. Do not leave loose materials or stack sheet materials on platforms or working areas unless safely contained or restrained. Lay sheets flat if possible.								
7.	Keep welfare facilities clean and do not use them for the storage of plant or materials, etc.								
8.	Ensure electrical leads are routed so as to avoid tripping hazards and they are protected from physical damage.								
9.	Do not throw debris, materials etc from a scaffold; they must be lowered to ground level or a debris chute used.								
10.	Thermal blocks will be covered to prevent them becoming excessively heavy in wet weather.								
11.	Working platforms on open joists will be correctly guarded and installed to eliminate any traps.								
12.	Ensure edge protection and handholds are provided to all stairways and landing openings.								
13.	Ensure clear access to all working areas and where necessary provide sound temporary steps or ramps.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. Site safety induction.									
SIGNED BY ASSESSOR: Gary Fletcher							DATE: November 2013		
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

RISK ASSESSMENT Skips (Delivery and Collection)						Ref: S006			
						Page 1 of 2			
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Failure during lifting operation				2	2	4	1	2	2
Loss of load				3	3	9	2	2	4
Falls at height				3	2	6	2	2	4
Road traffic accident				3	3	9	2	2	4
Breach of licence, or environmental procedure				3	2	6	2	2	4
Disruption / inconvenience to others				2	2	4	1	2	2
Loading and offloading				3	2	6	2	2	4
PERSONS AT RISK: Delivery drivers and persons in the vicinity, recipient of skip, location of delivery having an effect on members of the public and other contractors.									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest (in MEWP)			
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place									
1.	Visually inspect the skip before delivery, ensure the base is in good order - no splits, excessive rust or defect/s to lifting points, check securing devices for tail gate on rear end loaders and front end loaders. Ensure company details are displayed. Report any defect before you move the equipment.								
2.	Drive within the guidelines laid down within the Road Traffic Act, do not drive over weight, at high speed or under the influence of drugs or alcohol.								
3.	Make sure your footwear is clean and in good repair, clean off any deposits on your access system cab steps, access ladders on skips, etc. Where no suitable access system is in place do not climb.								
4.	Ensure skips are delivered to a designated area, on a firm level base. Position skips 10 metres from buildings if possible but not less than 6 metres. Do not locate skips under a canopy, overhanging roof, trees or position against glazed or combustible constructions. Skips must not be positioned over fire hydrants, or obstruct fire exits or fire service access routes.								
5.	On construction sites, you are subject to site rules, which include traffic routes, park safely and seek out the site manager who will advise you of all the site rules and PPE requirements, hard hats are mandatory on all construction sites. Your lifting and winching equipment is designed for one operation only - the removal and delivery of skips.								
6.	Park safely and check the location of your delivery, ensure the terms and condition of the licence are being followed. Look for hazards such as drain covers, water run offs, schools, bus stops, etc. all areas where the public could be at risk or disrupted. Check for any overhead cables.								
7.	For REL open skips ensure that sheeting or safety net is installed while the skip is on the floor, not on the back of the vehicle. Check that loose and light materials are contained and cannot fall from the skip during transportation.								
8.	Check the skip before you load to ensure the content, i.e. no batteries or fridge freezers. Where you suspect the skip contains materials which breach the licensing agreement, contact your supervisor. Provisions must be made to ensure that unauthorised persons can't tip in to the skip (lidded/lockable skip).								
9.	For skips to be placed on the highway a valid license will be required from the local authority, skips must be guarded and illuminated throughout the night as per the Highways Act 1980.								

RISK ASSESSMENT Skips (Delivery and Collection)		Ref: S006
		Page 2 of 2
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.		
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) Refer to company procedure for safe use of skip loaders.		
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.		
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. Information related to method statement if applicable. Specific traffic routes if applicable. Additional PPE requirements. Delivery and collection times outside normal hours. Site safety induction.		
SIGNED BY ASSESSOR: <i>Gary Fletcher</i>		DATE: November 2013
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058		

RISK ASSESSMENT Skips (Waste)						Ref: S008			
Page 1 of 1									
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Fire – placing hot materials into skip or leaving it accessible to others				2	2	4	1	2	2
Manual handling injuries caused by lifting waste into skips				2	2	4	1	2	2
Hazards associated with the delivery and removal of skips				2	3	6	1	2	2
Traffic accidents caused by incorrect siting of skips or materials spilling from them				2	3	6	1	2	2
Bacterial infection – presence of vermin				2	3	6	1	3	3
Dust – when used with waste chutes				3	2	6	2	2	4
PERSONS AT RISK	Y/N	DETAIL							
EMPLOYEES	Y	Operatives using skips							
CONTRACTORS	Y	Skip delivery/collection driver							
MEMBERS OF PUBLIC	Y	Where skip is sited in area with public access							
OTHERS	Y/N								
PERSONAL PROTECTIVE EQUIPMENT:									
The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	<input checked="" type="checkbox"/>	Eye/Face Protection	<input checked="" type="checkbox"/>	Hearing Protection	<input checked="" type="checkbox"/>	Hi-visibility Clothing	<input checked="" type="checkbox"/>	Gloves	<input checked="" type="checkbox"/>
Foot Protection	<input checked="" type="checkbox"/>	Safety Clothing		R.P.E.	<input checked="" type="checkbox"/>				
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place.									
1.	Wherever possible, skips should be sited in secure areas away from public access.								
2.	Fires must not be deliberately started in skips.								
3.	If significant amounts of combustible materials are to be disposed of, consider using a covered skip.								
4.	Skips must, where practicable, be sited on firm, level ground.								
5.	If manual tipping of waste into skips is necessary, a safe means of access must be provided.								
6.	If skips are sited on the highway, suitable signs and lights must be provided and the relevant licence obtained. Lights must be vandal-proof.								
7.	Do not overfill skips but only load according to the skip hire company's recommendations.								
8.	Ensure skips are removed as soon as practicable after they become full.								
9.	Skips used for any substance which may attract vermin must be emptied regularly and before significant decomposition of foodstuffs, etc takes place.								
10.	A responsible person must be designated to ensure the correct completion of waste transfer documentation.								
11.	When used with debris chutes, skips must be covered to prevent materials and dust escaping. Where chutes are near areas of public access, they must be barred off and a watchman posted.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment.									
SIGNED BY ASSESSOR: Gary Fletcher							DATE: November 2013		
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

RISK ASSESSMENT Slinging of Loads						Ref: S009			
						Page 1 of 1			
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Unintentional release of load				2	3	6	1	3	3
Unplanned movement of load				2	3	6	1	2	2
Damage to equipment and load				2	2	4	1	2	2
Crush injuries to personnel				2	3	6	1	3	3
Trap injuries – fingers being caught between sling/chain and load				2	2	4	1	2	2
PERSONS AT RISK: Employees engaged in the activity, other contractors who may be in the vicinity.									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest (in MEWP)			
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place									
1.	Check certification of lifting equipment and slingers before allowing work to commence.								
2.	When selecting lifting equipment, consideration must be given to the weight, size, shape and centre of gravity of the load.								
3.	All lifting gear should be individually identifiable and stored so as to prevent damage or deterioration.								
4.	The safe working load of the lifting equipment & all lifting gear must be clearly marked on the item and never exceeded.								
5.	All lifting gear must be visually inspected before each use.								
6.	Lifting gear (chains, slings etc.) must be protected from damage during lifting by the use of packing on sharp edges.								
7.	Before fully raising the load, checks must be made to ensure that it is being lifted evenly and is not likely to swing or sway when raised.								
8.	Tail ropes must be used for larger loads to assist in maneuvering operations.								
9.	No persons are allowed to stand or work within the operating radius of the lifting appliance without the operator's express permission.								
10.	Loads must not be transported over persons.								
11.	A banksman must be used at all times when the operators' vision is impeded or whilst operating in a congested area.								
12.	Work must cease if weather conditions are likely to prevent safe operations.								
13.	The area within the arc of the operation must be cleared of personnel before the load is lifted.								
14.	No person may be permitted to stand below a suspended load.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. Operator training.									
SIGNED BY ASSESSOR: Gary Fletcher						DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

RISK ASSESSMENT Staff on Site						Ref: S010					
Page 1 of 1											
EMPLOYER: Gary Fletcher (Surfacing) Limited											
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION											
ASSESSED BY: G Fletcher				DESIGNATION: Director							
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)											
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.						RISK ASSESSMENT					
						UNCONTROLLED		CONTROLLED			
						L	S	RR	L	S	RR
Violence to staff (including threats and abuse) may result in minor to severe physical injury, including contusion, lacerations. There may also be serious psychological trauma as the consequence of actual or implied physical harm.						2	3	6	1	3	3
PERSONS AT RISK		Y/N	DETAIL								
EMPLOYEES		Y	Site operatives and sales staff								
CONTRACTORS		Y/N									
MEMBERS OF PUBLIC		Y/N									
OTHERS		Y/N									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.											
Head Protection	✓	Eye/Face Protection		Hearing Protection		Hi-visibility Clothing	✓	Gloves		✓	
Foot Protection	✓	Safety Clothing		R.P.E.							
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place.											
1.	Suitable assessments are conducted so that sites or areas where violence to staff is more than usually likely are identified.										
2.	All staff are given appropriate induction and other training on appropriate issues including personal security.										
3.	Trained security staff are employed as and when appropriate.										
4.	All site managers and sales staff are given training in dealing with confrontational situations.										
5.	Female sales staff accompanying customers to show houses or flats are required to inform a colleague of their intended destination and estimated time of return.										
6.	Female staff are provided with personal alarms as is deemed appropriate.										
7.	All staff are trained and instructed on the behaviour to be adopted in the case of robbery accompanied by violence or the threat of violence.										
8.	Site managers and sales staff have ready access to telephones (whether fixed or mobile) so that they may summon assistance.										
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.											
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review											
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.											
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. Site safety induction.											
SIGNED BY ASSESSOR: Gary Fletcher								DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058											

RISK ASSESSMENT Tarmacadam (Roads, Driveways and Footpaths)						Ref: T001			
						Page 1 of 1			
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Burns to skin due to hot machinery and hand tools when laying bituminous material				2	2	4	1	2	2
Cold burns to skin due to use of contact with LPG				2	2	4	1	2	2
Prolonged contact with bituminous material can cause skin cancer (cancerous warts)				2	3	6	1	2	2
Musculo-skeletal problems due to manual handling				2	2	4	1	2	2
Back strain due to lifting, raking and tamping of bituminous material				2	3	6	1	2	2
PERSONS AT RISK	Y/N	DETAIL							
EMPLOYEES	Y	Operatives undertaking the activity							
CONTRACTORS	Y	Delivery drivers							
MEMBERS OF PUBLIC	Y	General public							
OTHERS	Y/N								
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	<input checked="" type="checkbox"/>	Eye/Face Protection	<input type="checkbox"/>	Hearing Protection	<input type="checkbox"/>	Hi-visibility Clothing	<input checked="" type="checkbox"/>	Gloves	<input checked="" type="checkbox"/>
Foot Protection	<input checked="" type="checkbox"/>	Safety Clothing	<input type="checkbox"/>	R.P.E.	<input type="checkbox"/>	Fall Arrest	<input type="checkbox"/>		<input type="checkbox"/>
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place.									
1.	Ensure when working on highways or in controlled traffic areas, control measures are put in place to warn other users of the activity.								
2.	All operatives are trained to work on highways and are in possession of current certification of competence, e.g. RASWA.								
3.	A detailed risk assessment is produced identifying associated risks and hazards.								
4.	COSHH hazard data sheets to be available for materials to be used.								
5.	Manual handling assessments to be undertaken for movements of loads by operatives.								
6.	Basic PPE to be worn during works with tarmac, include covering any areas of uncovered skin which may come into contact with the tarmac, e.g. gloves, long sleeve tops. Shorts must not be worn at any time.								
7.	Dry Powder extinguishers to be present when working with tarmac.								
8.	Operatives to be aware of any live services both above and below ground.								
9.	Ensure good standard of welfare facilities are available.								
10.	Machine operatives are competent and hold the relevant ticket for the plant which they operate, e.g. CSCS.								
11.	Machinery must not be left unattended with the engine running. All machinery must be turned off and keys removed.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. COSHH Sheet. Manual Handling training. Training in the correct use of PPE equipment.									
SIGNED BY ASSESSOR: Gary Fletcher						DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

RISK ASSESSMENT Transport on Site						Ref: T004			
						Page 1 of 1			
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Electrical short circuit caused by contact with overhead cables				2	3	6	1	3	3
Vehicles overturning due to travelling across gradients, uneven ground, speeding, overloading, turning too sharply				3	3	9	1	3	3
Serious injury or death caused by contact with moving vehicle				3	3	9	1	3	3
Injury to operator or others caused by collision with other vehicles				2	3	6	1	3	3
Injury to operator or others caused by collision with structures				2	3	6	1	3	3
Overturning of vehicles or collapse of excavations caused by vehicles being too close to edge				2	3	6	1	3	3
PERSONS AT RISK: Employees involved in the activity or near the work area, other contractors delivering to site and members of the public who may be in the vicinity									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection		Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest			
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place									
1.	Prior to commencement, the site must be surveyed and vehicle routes planned to avoid danger to pedestrians, contact with structures, contact with overhead power lines and clear of all excavations.								
2.	Reversing of vehicles must be minimised.								
3.	Suitable fencing must be provided around excavations. Where necessary, exclusion zones should be established to prevent the unintentional collapse of excavations caused by vehicles moving nearby.								
4.	Barriers and notices must be erected under overhead power lines (see assessment number 009).								
5.	Vehicle operating areas and traffic routes must be clearly signed and separated from pedestrian routes.								
6.	Drivers must ensure loads are placed evenly in vehicles, which must not be overloaded.								
7.	Tipping vehicles (including front loading dumpers) must not be driven with the tipping body raised.								
8.	Visiting drivers must be briefed on site rules and hazards.								
9.	Vehicle Marshalls must be used where drivers do not have clear unrestricted visibility.								
10.	Vehicles must be fitted with adequate aids to provide all round vision and warning to others (e.g. CCTV, convex mirrors, audible reverse alarms, beacons, etc).								
11.	Vehicles intended for use on the public highway must comply with current licensing requirements.								
12.	Speed restrictions must be imposed on site and strictly enforced.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this and other related assessments.									
SIGNED BY ASSESSOR: Gary Fletcher						DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

RISK ASSESSMENT Ultraviolet (UV) Radiation						Ref: U001					
Page 1 of 1											
EMPLOYER: Gary Fletcher (Surfacing) Limited											
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION											
ASSESSED BY: G Fletcher				DESIGNATION: Director							
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)											
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.						RISK ASSESSMENT					
						UNCONTROLLED		CONTROLLED			
						L	S	RR	L	S	RR
Sunburn, blistering, skin damage leading to skin ageing caused by exposure to ultraviolet radiation from the sun.						2	3	6	2	2	4
Long term exposure could lead to skin cancer.						3	3	9	2	3	6
Heat stress (overheating) and dehydration.						2	2	4	1	2	2
PERSONS AT RISK		Y/N	DETAIL								
EMPLOYEES		Y	All employees working outdoors especially in summer months								
CONTRACTORS		Y/N									
MEMBERS OF PUBLIC		Y/N									
OTHERS		Y/N									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.											
Head Protection	✓	Eye/Face Protection		Hearing Protection		Hi-visibility Clothing	✓	Gloves		✓	
Foot Protection	✓	Safety Clothing		R.P.E.		Sun Screen Protection	✓				
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place											
1.	All persons are at risk when exposed to ultraviolet (UV) radiation from the sun, those persons with pale skin, fair or red hair, freckles or with a family history of cancer are most at risk of sun damage. Persons with brown or black skin are at a lower risk but people of all skin colours can suffer from overheating and dehydration.										
2.	Keep your top on. Clothing forms a barrier to the sun's harmful rays - especially tightly woven fabrics.										
3.	Wear a hat with a brim or flap that covers the back of the neck and ears - avoiding sunburn.										
4.	Stay in the shade, whenever possible, especially at break times and lunchtime; remove your hard hat whilst during break times in the shade allowing heat to escape.										
5.	Use a high factor sunscreen of at least factor SPF 15 on exposed skin. Apply as directed on the product.										
6.	Drink plenty of water to avoid dehydration.										
9.	Check your skin regularly for unusual spots or moles which may have changed. See a doctor immediately if you see anything that is changed in shape, size, colour, itching or bleeding.										
10.	If you are taking medication inform your GP that you work outdoors, as some medicines may make skin more sensitive to sunlight.										
11.	Contact with some chemicals used at work, and contact with some plants may make skin more sensitive to sunlight. Ensure the correct personal protective equipment is worn.										
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.											
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) Refer to COSHH for products being used, see item 11. of control measures.											
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.											
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment.											
SIGNED BY ASSESSOR: Gary Fletcher								DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058											

RISK ASSESSMENT Underground Services						Ref: U002			
						Page 1 of 1			
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: Charles L Brown				DESIGNATION: H&S Advisor					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Fire, explosion and/or electrocution caused by contact with live conductor				3	3	9	1	3	3
Fire, explosion and/or asphyxiation caused by fracturing gas line				3	3	9	1	3	3
Flooding, caused by fracture of water main				3	2	6	1	2	2
Biological hazards from untreated sewage				2	2	4	1	2	2
PERSONS AT RISK: Employees undertaking the activity, other contractors working nearby, members of the public nearby, persons affected by loss of services.									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection		Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.					
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place									
1.	Ensure that adequate planning of the work is carried out so as to avoid the need to excavate near live services wherever reasonably practicable.								
2.	Full details of all underground services must be obtained (from the relevant authority, principal contractor or planning supervisor) before excavation work is permitted to commence.								
3.	Details must include location, type and capacity of all services.								
4.	Services must be located using a combination of reference to information and use of suitable detection equipment.								
5.	All services must be clearly marked on the ground and drawings before excavations commence. The line and depth of services must be made clear.								
6.	Trial holes must be dug by hand to confirm locations, taking into account physical indicators such as junction boxes, manholes, vents, etc.								
7.	All services must be assumed live unless proven otherwise – written confirmation must be obtained and held on site.								
8.	Excavators and hand held power tools must not be used within 0.5 metres of an exposed electric cable or gas pipe.								
9.	Services which cross excavations must be supported to prevent damage.								
10.	Unsupervised and lone working near live underground services is not permitted.								
11.	Hand digging must be undertaken with a shovel, not a pick or pitchfork.								
12.	Refer to guidance in HSE publication HSG 47 for further information.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. Operator training.									
SIGNED BY ASSESSOR: Gary Fletcher						DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

RISK ASSESSMENT Vehicles (Use of)						Ref: V001			
						Page 1 of 1			
EMPLOYER: Gary Fletcher (Surfacing) Limited									
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION									
ASSESSED BY: G Fletcher				DESIGNATION: Director					
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)									
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.				RISK ASSESSMENT					
				UNCONTROLLED			CONTROLLED		
				L	S	RR	L	S	RR
Vehicles in collision with people/objects or structures causing possible injuries or death.				2	3	6	1	3	3
Vehicles overturning, resulting in crushing injuries or death				2	2	4	1	2	2
Unattended vehicles running out of control, resulting in severe injuries or death				2	2	4	1	2	2
PERSONS AT RISK: Employees involved in the activity, other contractors in the vicinity and members of the public in the vicinity									
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.									
Head Protection	✓	Eye/Face Protection		Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest (in MEWP)			
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place									
1.	Site access/egress traffic routes to be put in place, where practicable, to manage site traffic in addition to provision for turning.								
2.	Clear traffic routes to be established where necessary, identifying sharp bends, blind corners, narrow gaps, overhead cables, steep gradients and excavations.								
3.	Operatives must have good visibility and where appropriate banksmen to be used.								
4.	Pedestrian and vehicular traffic to be kept segregated and adequate signage to be displayed.								
5.	Where necessary a one way system to be used.								
6.	Audible warning devices must be fitted to vehicles when reversing.								
7.	High risk areas are to be identified and trained banksmen wearing high visibility clothing are to be used.								
8.	All operatives must be fully trained and competent to operate vehicles.								
9.	Provision for adequate lighting levels to be made for poorly lit areas.								
10.	Temporary roads to be adequately prepared for use of site traffic.								
11.	Stop blocks to be in place where vehicles tip materials into excavations or load spoil (see also RA B003).								
12.	Vehicles to be maintained in accordance with manufacturers guidelines.								
13.	Loads must not be exceeded and must be secured at times of moving and evenly distributed on the vehicle.								
14.	Persons must not ride on any vehicles unless there is correct seating.								
15.	Vehicles must be driven in accordance with site conditions.								
16.	Unattended vehicles must be secured and keys removed when not operating.								
17.	Daily vehicle check sheets to be completed before first use each day.								
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.									
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review									
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.									
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. RA T004.									
SIGNED BY ASSESSOR: Gary Fletcher						DATE: November 2013			
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058									

RISK ASSESSMENT Vehicle Safety			Ref: VS001														
			Page 1 of 2														
EMPLOYER: Gary Fletcher Surfacing Ltd																	
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION																	
ASSESSED BY: C L Brown			DESIGNATION: H&S Advisor														
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)																	
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.			RISK ASSESSMENT														
			<table border="1"> <tr> <th colspan="3">UNCONTROLLED</th> <th colspan="3">CONTROLLED</th> </tr> <tr> <th>L</th> <th>S</th> <th>RR</th> <th>L</th> <th>S</th> <th>RR</th> </tr> </table>			UNCONTROLLED			CONTROLLED			L	S	RR	L	S	RR
			UNCONTROLLED			CONTROLLED											
L	S	RR	L	S	RR												
Fall from height			2	3	6	1	3	3									
Slips, trips and falls			2	3	6	1	3	3									
Contact with moving vehicle or pedestrian			3	3	9	1	3	3									
Driver fatigued			3	3	9	1	3	3									
Unfamiliar vehicle			2	3	6	1	3	3									
Defective equipment			3	3	9	1	3	3									
PERSONS AT RISK	Y/N	DETAIL															
EMPLOYEES	Y	Operative involved															
CONTRACTORS	Y	Other persons in the vicinity															
MEMBERS OF PUBLIC	Y	Other persons in the vicinity															
OTHERS	Y	Other persons in the vicinity															
CONTROL MEASURES:																	
1	Visually check the means of access into, on and off the vehicle, ensure that suitable hand holds and footholds are available maintaining 3 points of contact at all times. Never adopt incorrect methods such as swinging on a door handle or attempting to access by way of an unsecured door. Wear the vehicle safety belt at all times, where the vehicle is fitted with a safety cab always keep the cab door closed while driving the vehicle. Never climb on the back of a road vehicle or trailer, or ride on a tailgate lift when there is no safe means of access or some form of fall prevention measure in place, the access system should have suitable hand and footholds.																
2	In wet or muddy conditions footwear can cause slips and falls, check your footwear before mounting the vehicle, ensure that any access steps are free from hazards caused by weather conditions such as rain or ice. When driving a vehicle without a cab such as a dumper or roller, make sure the footplate is clean and free from any loose debris / equipment.																
3	Never leave a vehicle engine running when you leave the driving position, remove the ignition keys and lock doors where fitted. Ensure that at all times visual aids are in place and set correctly, adjust the drivers' seat to the most suitable position for your needs. Never drive at excessive speeds, drive at speeds suitable for the environmental conditions, as slow as possible. Assess your environment, where children may be present always be aware, children have no understanding of vehicle stopping distances or the hazards associated with plant operations, other motorists sometimes have a total disregard to operatives working on the highways and estate roads, ensure that in all situations working locations are suitably guarded off and sufficient advanced road signs are in place.																
4	Never attempt to drive any vehicle if you are unwell, are tired or under the influence of any drug or medication which could impair your response times. If you are unwell report the fact to your supervisor and ask for a competent person to take over your duties. Never use mobile phones, smoke or use iPods while operating any plant.																
5	Never operate any plant or drive a vehicle which you have not been trained on. Only operate or drive vehicles which you are competent to operate. When towing with your vehicle, make sure you undertake all the safety checks before you move off, ensure that all reversing manoeuvres are supervised by a banksman, and never commence the reversing manoeuvre if the banksman is not clearly visible in your mirrors.																
6	Under no circumstances must you operate any defective plant or drive a vehicle with defects, you must report all defects to your supervisor through the recognised channels, if a defect occurs while on site, a report must be made to your supervisor and you must not under any circumstances continue to use the equipment. Your supervisor will arrange for the necessary corrective action to be taken. Ensure all plant used has been subject to an inspection regime in line with manufacturers or plant suppliers guidelines.																
Continued /																	

RISK ASSESSMENT Vehicle Safety		Ref: VS001 Page 2 of 2																				
<p>ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required)</p> <p>Ensure you follow the manufacturer's safety guidelines at all times, pre-user checks must be made in line with the guidelines. If you are unable to gain access to the guidelines ask your supervisor to provide you with a copy, never assume that similar plant has similar safety checks.</p>																						
<p>PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Head Protection</td> <td style="width: 5%; text-align: center;">✓</td> <td style="width: 25%;">Eye/Face Protection</td> <td style="width: 5%; text-align: center;"></td> <td style="width: 25%;">Hearing Protection</td> <td style="width: 5%; text-align: center;">✓</td> <td style="width: 25%;">Hi-visibility Clothing</td> <td style="width: 5%; text-align: center;">✓</td> <td style="width: 25%;">Gloves</td> <td style="width: 5%; text-align: center;">✓</td> </tr> <tr> <td>Foot Protection</td> <td style="text-align: center;">✓</td> <td>Safety Clothing</td> <td style="text-align: center;"></td> <td>R.P.E.</td> <td style="text-align: center;"></td> <td>Fall Arrest (in MEVVP)</td> <td style="text-align: center;"></td> <td></td> <td style="text-align: center;"></td> </tr> </table>			Head Protection	✓	Eye/Face Protection		Hearing Protection	✓	Hi-visibility Clothing	✓	Gloves	✓	Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest (in MEVVP)			
Head Protection	✓	Eye/Face Protection		Hearing Protection	✓	Hi-visibility Clothing	✓	Gloves	✓													
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest (in MEVVP)																
<p>REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.</p>																						
<p>INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment.</p>																						
SIGNED BY ASSESSOR: <div style="text-align: center;"><i>Charles L Brown</i></div>	DATE: November 2013	REVIEW DATE: November 2013																				
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 515274 / 606058																						

RISK ASSESSMENT Vibration						Ref: V002					
Page 1 of 1											
EMPLOYER: Gary Fletcher (Surfacing) Limited											
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION											
ASSESSED BY: G Fletcher				DESIGNATION: Director							
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)											
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.						RISK ASSESSMENT					
						UNCONTROLLED		CONTROLLED			
						L	S	RR	L	S	RR
Hand Arm Vibration / Vibration White Finger / Carpal Tunnel						2	3	6	1	3	3
Whole body vibration						2	3	6	1	3	3
PERSONS AT RISK	Y/N	DETAIL									
EMPLOYEES	Y	Operatives using various tools									
CONTRACTORS	Y/N										
MEMBERS OF PUBLIC	Y/N										
OTHERS	Y/N										
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.											
Head Protection	✓	Eye/Face Protection	✓	Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓		
Foot Protection	✓	Safety Clothing		R.P.E.		Fall Arrest (in MEWP)					
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place											
1.	Measures which can be taken to avoid or reduce the risk Operatives must maintain body heat, wear cotton gloves under work gloves as first layer of hand protection, not expose bare skin, take recovery breaks and report any tingling sensations in fingers. Persons under 18 years of age must not work to these assessments.										
2.	Operatives to ensure that they know their maximum trigger time for vibrating tools.										
3.	When working in cold conditions, recovery breaks should be taken more often, this does not mean stopping works but changing to a task that does not involve vibratory equipment.										
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.											
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review											
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.											
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment. Toolbox talk											
SIGNED BY ASSESSOR: Gary Fletcher						DATE: November 2013					
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058											

RISK ASSESSMENT Work Over or Near Water						Ref: W001					
						Page 1 of 1					
EMPLOYER: Gary Fletcher Surfacing Limited											
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION											
ASSESSED BY: G Fletcher				DESIGNATION: Director							
LEGEND: Likelihood and Severity:- 1 = Low 2 = Medium 3 = High Risk Rating (L x S):- 1-4 = Low (Acceptable) 6 = Medium (Consider further controls) 9 = Unacceptable (Do not proceed)											
SIGNIFICANT HAZARDS IDENTIFIED: Give a brief description of what could be reasonably expected to cause significant harm and how that harm may arise.						RISK ASSESSMENT					
						UNCONTROLLED		CONTROLLED			
						L	S	RR	L	S	RR
Falls into water when working beside, above, having to pass or cross.						2	3	6	1	3	3
PERSONS AT RISK	Y/N	DETAIL									
EMPLOYEES	Y	Operatives involved in activities									
CONTRACTORS	Y/N										
MEMBERS OF PUBLIC	Y/N										
OTHERS	Y/N										
PERSONAL PROTECTIVE EQUIPMENT: The following PPE will be required for the work activities stated. Ensure the correct TYPE of PPE is selected.											
Head Protection	✓	Eye/Face Protection		Hearing Protection		Hi-visibility Clothing	✓	Gloves	✓		
Foot Protection	✓	Safety Clothing	✓	R.P.E.		Rescue Equipment	✓				
CONTROL MEASURES: This is a LOW risk operation providing all control measures are in place											
1.	Barriers are in place to stop people falling into the water or other liquid.										
2.	If barriers cannot be erected adequate covers will be in place.										
3.	Life jackets or buoyancy aids are available and are worn.										
4.	All persons are trained to wear life preservers and are trained in emergency procedures.										
5.	Life lines which can be grabbed by persons in flowing rivers are used when necessary.										
6.	Rescue equipment such as boats, lifebuoys and safety lines are available when necessary.										
7.	All workers are controlled by a competent person.										
8.	No lone working must be undertaken.										
9.	Operatives are not to put themselves at risk to retrieve equipment or persons										
10.	Strictly no horseplay										
11.	Weils Disease: Any operatives who have existing cuts or wounds must not enter any watercourse. PPE must be work at all times to protect operatives from cuts and grazes and any cuts/grazes which happen on site must be dealt with immediately.										
Remember: Always check in your safety manual for Company safety procedures and systems of work. Refer to other assessments for activities connected with this assessment.											
ADDITIONAL CONTROL MEASURES: (Review at workplace and add any additional specific controls required) None at this time of review											
REVIEW AND MONITORING: Review in light of further information becoming available or a change in conditions/circumstances.											
INFORMATION TO BE PROVIDED TO EMPLOYEES: Information contained in this assessment.											
SIGNED BY ASSESSOR: Gary Fletcher							DATE: November 2013				
For advice and information on health and safety at work, contact C L Brown Associates Limited 01484 606058											

<h2 style="margin: 0;">RISK ASSESSMENT</h2> <h3 style="margin: 0;">PLANT: PRE COATED CHIPPINGS SPREADER</h3>		Ref: X001
EMPLOYER: Gary Fletcher (Surfacing) Limited		
LOCATION: GENERIC DOCUMENTATION, GENERIC DOCUMENTATION		
ASSESSED BY: G Fletcher	DESIGNATION: Director	

Frequency (F)	Probable (4)	Likely (3)	Unlikely (2)	Negligible (1)
Consequence (C)				
Fatalities (4)	16	12	8	4
Major Injuries (3)	12	9	6	3
Minor Injuries (2)	8	6	4	2
Negligible (1)	4	3	2	1

13-16	High Risk	9-12	Medium Risk	5-8	Low Risk	1-4	Risk Minor
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Must Not Start Work	13-16	9-12	Acceptable	1-4	5-8
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HAZARD	CAUSE	EFFECT	BEFORE CONTROL			CONTROL	AFTER CONTROL		
			(C)	(F)	(RR)		(C)	(F)	(RR)
Noise	Noise created by operation of plant	Hearing damage	3	3	9	Use of P.P.E. - ear protection	2	2	4
Moving Parts	Moving hopper Chains and cogs Rotating spreader barrel	Entrapment and crushing injuries	3	3	9	Use of competent operative Ensure all guards are in place Regular maintenance Do not attempt to unblock spreader barrel whilst plant in motion	2	2	4
Forward/Reverse Movements	Collision with persons or property	Serious injuries	3	3	9	Use of competent operatives Make site personnel aware of spreader movements and operating area Designated works area	3	2	6
Unblocking Spreader Barrel & Hopper	Congeaed chippings in spreader	Falling into or off spreader Unblocking rod jamming and striking operative Serious injury	3	3	9	Do not attempt to unblock any part of spreader whilst machine in motion Apply water to stockpiles of pre coated chippings to alleviate chippings sticking together Ensure secure footing when attempting to unblock spreader Use of P.P.E. - gloves, overalls, safety	2	2	4

						footwear. Stop chipper and isolate before unblocking. If necessary stop work and call fitter			
Feeding of Chippings into hopper	Chippings falling from loading shovel whilst loading hopper Dust from chippings	Head injuries Eye injuries	3	3	9	Use of competent loading shovel operative Do not overfill loader bucket Do not load hopper whilst spreader in motion Isolate work area while feeding chippings. Use of P.P.E. - hard hats, eye protection	2	2	4
Loading/Unloading Spreader Onto/Off Trailer	Spreader falling from trailer ramps	Entrapment Crushing Collision with person/property Serious injuries	3	3	9	Use of competent operative Ensure trailer standing on level ground Ensure ramps securely in place Load onto trailer in reverse gear	2	2	4
Fuels	Spillages whilst refuelling Contact with operative	Fire - burns Skin contamination Eye damage	3	3	9	Use of P.P.E. - gloves; eye protection; overalls COSH awareness by operative Do not overfill tank Do not refuel whilst engine running No smoking whilst refueling Use of barrier cream Personal hygiene	2	2	4
Running Spreader on Plyboard and Moving board	Spreader not wide enough Chippings free channel required	Contact between spreader and operative moving boards Serious injury	3	3	9	Use of competent operative Obtain correct size spreader Operative to make sure hands and feet are kept clean of spreader movements Spreader operative to be aware of movements of operative moving boards Use P.P.E. - gloves; overalls; safety footwear	3	2	6
<p>Person completing assessment <i>Gary Fletcher</i> Date November 2013 Review Date November 2013</p> <p>N.B. Any assessment carried out for expectant mothers etc and young person's must be in conjunction with the Safety/Environmental Department.</p>									