

RISK ASSESSMENT AND METHOD STATEMENT

for

New Housing Development

MAES Y PARC, GLYNNEATH.

JOB NO 10/054

Prepared by PCR Safety Training and Consultancy. Our independent Health and Safety Consultants.



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SECTION 1 - PRELIMINARIES

1.1 Company undertaking the work	1.2 Company / Client the works will be completed for
Manning Construction Ltd	Bridgend Plant
Contact details	
1.1 Company undertaking the work	1.2 Company / Client the works will be completed for
Site Manager: TBC Telephone number:	Project Manager: Stephen Euston Telephone number: 07773 356084

1.3 Exact location of the work	1.4 Project No	1.5 Document Reference No
Maes Y Parc Off Park Avenue Glynneath SA11 5EH	10/054	MS10/0054/001

1.6 Prepared by	1.7 Approved by	1.8 Date	1.9 Version No
Stephen Euston	Stephen Euston	18/12/20	001

1.10 Job Description
1. Construction of 10no new Detached Houses and Garages. 2. Construction of new Access Road. 3. Construction of associated external works

1.11 Anticipated Start Date	1.12 Anticipated End Date	1.13 Duration
Feb 2021	Feb 2021	52 weeks

SECTION 2 - SITE DETAILS AND WELFARE

2.1 Access and Egress	To and from normal place of work. This MUST be specified as all other areas become prohibited.
The entrance is directly of B4242, Park Avenue, which is shared by both the library and Trem Y Glyn Residential care home. Access and egress to be carried out using caution. A clear route is to be defined between all parties to the allocated compound area and traffic signage and demarcation areas which are to be established. All traffic movement should be in accordance with the Traffic Management Plan and simultaneous work activities involving plant and machinery in particular. The delivery and removal of materials and work equipment to and from site is to be conducted under the supervision and guidance of a banksman The Site Manager will ensure site security and take the necessary steps to limit the number of people on site to those directly concerned with the construction work and to ensure that the security of the site as a whole is maintained and that the security of the Client's undertaking is preserved both during normal hours and out-of-hours.	
2.2 Welfare arrangements	Manning Construction will be providing adequate facilities as required under schedule 2 CDM 15.

SECTION 3 - RESOURCES

3.1 Supervision	3.2 Number of personnel on task	3.3 Competence of personnel
Groundworks Manager	1	• SMSTS • Scaffold Safety inspection • Asbestos Awareness • Emergency First Aid at work • Temporary works supervisor
Building Manager	1	• SMSTS • Scaffold Safety inspection • Asbestos Awareness • Emergency First Aid at work • Temporary works supervisor
Site Supervisor	1	• SSSTS • Scaffold Safety inspection • Asbestos Awareness • Emergency First Aid at work • Temporary works supervisor
General/Skilled Labour	10	• All relevant trade certifications • CSCS cards • All relevant plant certification

3.4 Sub-Contractors to be used	All must have their own Risk Assessments and Method Statements.
Certain specialist Element of the work will be subcontracted through our approved supply chain namely: 1. Blockwork 2. Mechanical installation 3. Electrical installation 4. Windows/door installation 5. Roof Trusses 6. 1st and 2nd fix Carpentry 7. Roof covering 8. Scaffolding 9. Tarmac surfacing	

SECTION 4 - METHOD

4.1 Method to be followed for all construction works relating to the construction of houses
4.1.1 Outline of works
• Engineer to mark out site boundaries , plot locations etc • Cat scan area, hand excavation to locate any unknown service in accordance with HSG47 • Permit dig to be completed before commencement of works. • Proceed with construction works • Liaise with personnel & other contractors in site during the construction period, <i>'communication is paramount'</i>
4.1.2 Detail of works (STEP BY STEP)
1. Erect safety signage for awareness, and suitable barriers for access 2. Remove scrub and vegetation to complete area under construction. 3. Engineer to mark out outline positions of plots/house as per drawings provided. 4. CAT scan all areas to ensure no unknown services 5. Once the area has been scanned as above, the extent of foundation can be marked out on the ground. 6. A Permit to dig must be obtained prior to any excavation taking place. Excavation to be carried out under strict control, and all excavation works must be accompanied by a banksman at all times 7. Excavated spoil to be loaded into dumper and stockpiled for later. 8. Please note that before disposal off site, that a WAC (waste acceptance criteria) test is carried out on the excavated material and presented to waste tip provider. 9. Once the excavation is to the desired depth, notify Building Control so that an inspection of the substrata can be carried out before structural concrete is poured. 10. Pour concrete foundation as outlined on drawings provided. 11. Once the concrete is adequately cured proceed up to DPC with blockwork as per drawings, ensure to leave provision for service entries. 12. Once the blockwork is complete install drainage/services into the area ensuring the levels are appropriate. 13. Form the oversite as per the drawings. 14. Please note that Building Control liaison is required throughout the construction phase. 15. Prepare ground in preparation to install floor slab. Lay lapped and taped DPM in preparation for the concrete 16. Lay 100mm floor insulation on top of lapped and taped DPM. 17. Lay 75mm of screed and float to the correct level. 18. Ensure the ground around the dwelling is level and stable before commencing with the superstructure.

19. Proceed with the superstructure blockwork, check that the openings are as per the drawings provided.
20. Continue with the internal blockwork as above item.
21. Once the blockwork is at the 1ST floor level erect scaffolding and install the Easi joists.
22. Continue with blockwork/brickwork to super structure to wall plate level.
23. Fit wall plate to top of blockwork
24. Install the timber trusses as per the drawings and specifications.
25. Please note that client liaison is required throughout the construction phase
26. Proceed with the felt, batten and tiling to roof, ensure that all flashing and tie in details are as per the drawings provided.
27. Install windows and doors, at this stage the building is weather tight.
28. Install temporary staircase.
29. Install first floor stud walls
30. Install door linings.
31. Install first fix M&E.
32. Install wall/ceiling finishes.
33. Rough and skim to ground floor walls
34. Install second fix M&E.
35. Install all doors to ground and first floor
36. At this stage we can start looking at finishing works such as painting flooring kitchen
37. External works, render, rain water goods to be carried out.
38. Liaison with other contractors on site with regards to drainage connections.
39. Install all perimeter fencing to all plots.
40. Check the dwelling for snagging, complete all snagging and sign off prior to practical completion of the works
41. Repeat for however many dwellings.
42. Upon completion of work, the area will be left clean, tidy and in the manner in which it was prior to the works.
43. Install new external fencing and prep areas ready to be landscaped
44. Lay turf to grassed areas
45. Road/service and drainage will continue whilst the properties are being constructed.
46. Communicate with building control and building insurers in preparation of dwelling being signed off in readiness for sale.
47. Remove welfare facilities, signage fencing.

SECTION 5 - EQUIPMENT REQUIRED

5.1 Equipment		
Item	Used (Y) or (N)	Safety precautions required
Angle Grinders	Y	All power tools used must be 110V, in good working order and have a current PAT test certificate. Only to be operated by competent personnel. Correct eye protection (goggles) to be worn to guard against ejection. Ear defenders to be worn to protect from noise. Disconnect from 110-volt supply when changing disc, only competent person to change disc. Handle to be in place at all times when using grinder. Use P.P.E. as listed in Box 6.1.
Electrical Hand Tools	Y	Drill. Examine all power tools prior to use for obvious signs of damage or wear and tear. All power tools used must be 110V, in good working order and have a current PAT test certificate. To be operated by competent personnel. Use P.P.E. as listed in Box 6.1.
Electrical Extension Leads 110V	Y	Examine the leads prior to use for obvious signs of damage or wear and tear. All leads must be in good working order and have a current PAT test certificate.
Hand Tools	Y	Chisel / Hammer / Screw driver. All hand tools must be maintained in a good condition. Hand tools must be transported in a toolbox / bag that is maintained in good condition. The toolbox / bag must be suitably constructed to allow for the safe carrying of hand tools. Ensure that the correct hand tools are being used for the specific task.
Ladder	Y	The work is of short duration and involves only light work, three points of contact can be maintained at all times, the work only requires one hand to be used • The work can be reached without stretching • The ladder can be fixed to prevent slipping • A good handhold is available The ladder is safe to use and has been regularly inspected.
Scaffold Tower	Y	Scaffold Towers shall comply with the standard required for all types of scaffolds, e.g. double guardrails, toe boards, bracing and access ladder. No scaffold tower will be put into use until it is complete, away from electrical hazards and has been fully inspected by a competent person. All towers must be inspected following assembly and then at suitable regular intervals by a competent person. In addition, if the tower is used for construction work and a person could fall 2 metres or more from the working platform, then it must be inspected following assembly and then every 7 days. Tower scaffolds must be provided with the installation instructions, to enable the erector to refer to them prior to and during erection and prior to and during dismantling. Note: The HSE will expect to be able

		to gain sight of the instructions during an inspection. A specific risk assessment is also available to support use of this equipment.
Scaffolding	Y	To be erected by competent erectors in accordance with TG20:13 and is designed to confirm to European standard BS EN 12811. Inspected daily, before works commence, during and upon completion. 7 days inspection to be carried out by competent person.
Plant & machinery	Y	All to be driven by competent operatives and all items of plant to have the required certification.

SECTION 6 - PERSONAL PROTECTIVE EQUIPMENT

General working environment	Yes	No	Comments
Does the task require great physical effort?	✓		Manual handling guidelines to be followed at all times, mechanical means to be used where possible
Are extremes of temperature likely to be Encountered.	✓		Due to time of year that the works are being carried out, wet and cold conditions will be encountered
Is potential oxygen deficiency a factor?		✗	
Communication system required? (If yes, specify type)		✗	

Personal protective equipment required						
						
Safety helmet	Safety Boots	Safety Gloves	Eye Protection	Face Shield	Hearing Protectors	Respiratory Protection
✓	✓	✓	✓	✗	✓	✓
				Other	Other	Other
Safety Harness	Safety Overalls	Hi - Visibility	Flame Resistant			
✓	✓	✓	✗	✗	✗	✗

Part of the body	At Risk?	Hazard	PPE selected	BS/EN Standard
Ears (hearing)	✓	Background noise, cutting, drilling etc.	Ear muffs	BS EN 352
Eyes	✓	Ejected objects etc.	Safety glasses (goggles for grinding / drilling)	EN 166 1B
Feet	✓	Falling objects, sharp penetrating objects etc.	Safety footwear with toe & sole protection	BS EN 345
Hands	✓	Cuts, sharp objects etc.	Suitable gloves / gauntlets for the task	BS EN 140
Head	✓	Bumping into overhead hazards, falling objects etc.	Safety helmet with chinstrap	BS EN 397
Respiratory system	✓	Dust, fume etc.	Dust mask, ensure the correct rating is selected depending	EN 149

			on what you are protecting against	
Whole body	✓	Being struck by machinery, plant, vehicles etc.	Hi Visibility Jacket / Vest	EN 471
Whole body	✓	Hazardous substances absorbing through the skin.	Overalls	EN 471

SECTION 7 - RISK ASSESSMENT

KEY HAZARDS and Applicability				Risk score before Control Measures	CONTROL MEASURES	Risk score after Control Measures
Ref.	Hazards	App. Y/N	Consequences	Likelihood x Severity		Likelihood x Severity
R1	Abrasive Wheels	Y	HAVS, bursting disc injuries, contact with disc, dust, ejection, entanglement, fume	High	As per specific risk assessment - Specific HAVS assessment conducted - Information, supervision and training - PPE	Low
R2	Asbestos (Exposure to asbestos can cause serious diseases)	Y	Lung cancer (which is almost always fatal), Mesothelioma, Asbestosis and Diffuse pleural thickening.	Very High	! STOP ! You will need to: - request asbestos surveys - Based on any asbestos survey, plan for work to avoid disturbing any asbestos, but if not possible, you must not start work unless you have the correct instruction, information and training to do it safely. - You may need to use a licensed contractor. - Inform contractors and others who might disturb the asbestos, where it is and to ensure safe working. - Post 'Danger, asbestos, do not disturb' signs in relevant places. - Personnel report any disturbance immediately.	Low

KEY HAZARDS and Applicability				Risk score before Control Measures	CONTROL MEASURES	Risk score after Control Measures
Ref.	Hazards	App. Y/N	Consequences	Likelihood x Severity		Likelihood x Severity
R3	Confined Space: (lack of oxygen, ingress or presence of gas, lack of natural light, dusts in high concentrations such as flour, liquids and solids suddenly filling the space, hot working conditions increasing body heat)	Y	Risk of asphyxiation, drowning, explosive atmospheres, heat stress	High	You will need to: - follow the confined space permit requirements - ensure monitors are used to ensure continuous monitoring of ambient gasses and oxygen - ensure an emergency plan is in place - ensure confined space training has been undertaken	Low
R4	Dust: (general construction)	Y	Breathing in harmful construction dust leading to allergic respiratory symptoms, lung diseases, cancers as well as skin disorders.	Very High	You will need to: - Maintain good ventilation. - Avoid creating dust. - Use on-tool extraction systems designed for the task and regularly clean filters and bags. - Use a vacuum rather than sweeping with a brush if possible. - Wear respiratory protection such as a disposable face mask and make sure it has a CE mark and is FFP rated (preferably FFP3).	Low

KEY HAZARDS and Applicability				Risk score before Control Measures	CONTROL MEASURES	Risk score after Control Measures
Ref.	Hazards	App. Y/N	Consequences	Likelihood x Severity		Likelihood x Severity
R5	Dust: (softwood, hardwood or MDF)	Y	Breathing in harmful construction dust leading to allergic respiratory symptoms, lung diseases, cancers as well as skin disorders.	High	You will need to: • Maintain good ventilation. • Avoid creating dust. • Use on-tool extraction systems designed for the task and regularly clean filters and bags. • Use a vacuum rather than sweeping with a brush if possible. • Wear respiratory protection such as a disposable face mask and make sure it has a CE mark and is FFP rated (preferably FFP3).	Low
R6	Electrical Activities: General	Y	Risk of electrocution and fire risks including smoke inhalation and burns to people in the vicinity	Medium	Fixed installation (inspected by a competent person according to a planned inspection programme, and maintained as necessary): • Residual current device (RCD) built into main switchboard/ RCD plug provided when RCD protection not available, instructions for operators to test RCD before use; and/or low-voltage (110 v) equipment used by contract staff. • Ensure electrical equipment in supply intake rooms visually complies with BS 7671. • Restrict access to supply intake rooms. • Ensure all cut-out fuses etc are properly sealed. • Regular inspection of supply intake rooms. Equipment supplied by landlord: • Portable appliances, e.g. work equipment etc subject to annual PAT testing. • Operatives told to inspect all electrical appliances pre-use and not to bring any equipment on site where condition of cables, switches etc gives cause for concern.	Medium

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Ref.	Hazards	App. Y/N	Consequences	Likelihood x Severity		Likelihood x Severity
R7	Electrical Activities: Carrying out electrical installations.	Y	Risk of electrocution and fire risks including smoke inhalation and burns to people in the vicinity	High	You will need to: - Hold industry recognised training and qualifications to carry out electrical work (such as 17th Edition (IET) Wiring Regulations) - Ensure all work complies with the safety standards in BS 7671 (the 'wiring regulations') - Provide the client with handover certification when the work needs to comply with building regulations	Low
R8	Electrical Activities: Working on live or existing installations	Y	Risk of electrocution and fire risks including smoke inhalation and burns to people in the vicinity	High	You will need to: - Treat all circuits to be worked on as live until verified dead or isolated. - Prevent others accessing live equipment, or exposed cables or tails.	Low
R9	Electrical Activities: Drilling or chasing walls	Y	Risk of electrocution and fire risks including smoke inhalation and burns to people in the vicinity	High	You will need to: Check for the presence of cables or services before starting and mark them on the wall, floor or ceiling.	Low

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Ref.	Hazards	App. Y/N	Consequences	Likelihood x Severity		Likelihood x Severity
R10	Electrical Activities: Working near high voltage power lines. (If a machine, scaffold tube, ladder, or a jet of water touches or gets too close to an overhead wire, then electricity will be conducted to earth)	Y	Fire, explosion, electric shock and burn injuries. An overhead wire does not need to be touched to cause serious injury or death as electricity can jump, or arc, across small gaps.	High	You will need to: - Check if the line can be temporarily switched off. - Work may be carried out in close proximity to live overhead lines only when there is no alternative and only when the risks are acceptable and can be properly controlled. - The voltage and height above the ground of the wires, and size and reach of equipment will be assessed to determine safe zones. - Emergency procedures will be in place and all personnel trained on them. - The use of goalpost-controlled crossing points will generally apply to all plant movements under the overhead line.	Low
R11	Electrical Activities: Working in occupied workplace.	Y	Injury to others	High	You will need to: - Ensure you leave the work areas safe and tidy before you leave each day. - Check nothing can topple or fall over, cover any holes or voids, and don't leave hazardous substances lying around. - Prevent access to areas that are hazardous such as excavations, open floors, scaffolding and fixed ladders	Low
R12	Electrical Activities: Kneeling for long periods on hard uneven surfaces.	Y	Chronic knee pain and permanent damage	High	You will need to: Use kneeling pads, kneeling mats or cushions and padded trousers	Low

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Ref.	Hazards	App. Y/N	Consequences	Likelihood x Severity		Likelihood x Severity
R13	Excavations Adjacent structures could be undermined People can fall into the excavation The excavation could collapse in onto people Underground services could be struck	Y	Falls of structures onto those in the vicinity Falls from height into the trench by workers or others Electrocution or escaping gas	High	You will need to: - relevant service drawings, service locating devices and safe digging practices are followed - excavations are made safe, by trench supports, battering back, fencing or other equally effective measures - adequate inspections, at least weekly, and after bad weather, are carried out on all excavations - plant does not work too close to the edge of an excavation - spoil is kept away from the trench - control plant movements around excavations and ensure that top blocks are used where necessary - safe means of access and egress into and out of the excavation is provided – ladders are tied - ensure that excavations are protected by fencing to protect the public and other workers - information, instruction and training is provided to support the safe system of work.	Low

KEY HAZARDS and Applicability				Risk score before Control Measures	CONTROL MEASURES	Risk score after Control Measures
Ref.	Hazards	App. Y/N	Consequences	Likelihood x Severity		Likelihood x Severity
R14	Falls from Height	Y	Death or serious injury	High	You will need to ensure: - work on fragile surfaces is avoided - working at height permit is used when work is unavoidable - Work is carried out from underneath where possible. - Suitable access arrangement are in place , i.e fixed scaffolding - Fixed crash deck of Air bags are deployed below roof trusses/floor joist.	Low
R15	Falls from Height (ladders / step ladders)	Y	Serious or fatal injury could occur if a worker falls from height due to misuse of steps	High	You will need to: - Ensure step ladders intended for domestic use must not be used in the work place. - Ensure the ground base for the step ladder is firm and level. - Avoid using step ladders in positions where they may be struck. eg by an opening door. If a compromising position cannot be avoided ensure a second person is employed as a spotter. - Avoid over reaching and ensure that belt buckle remains between the step ladders stiles at all times. - Ensure a second person foots the step ladder if working more than four steps high.	Low

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Ref.	Hazards	App. Y/N	Consequences	Likelihood x Severity		Likelihood x Severity
R16	Fire / Explosion	Y	Employees, contractors, residents and public may suffer serious, possibly fatal, injuries from smoke inhalation, burns, structural collapse.	High	You will need to: - ensure suitable fire extinguishers are at hand - no hot works to be carried out without a permit and sign off. - fire risk assessment in place. - Escape routes, traffic management plan, muster point and importance of signing in book explained at induction and good housekeeping maintained. - ensure supervisors brief all operatives on first day on emergency arrangements	Low
R17	Hand Arm Vibration	Y	Exposure to vibration can lead to the development of Hand-Arm Vibration Syndrome such as "vibration white finger" (VWF) and other symptoms	High	You will need to: - No tools to be used where exposure levels are at or above the ELV (Exposure Limit Value of 400 points or 5 ms²). - Gloves to be worn (EN 388) and work exposure levels in line with tool to be followed. - Minimise the length of time vibratory tools and equipment are used. - All operatives to be given hand arm vibration toolbox talk on induction. - Consideration given to minimising vibration levels when selecting new equipment.	Low
R18	Hand tools Chisels, hammers, screw drivers, etc.	Y	Sprains, Fractures and tissue damage could be suffered by operatives and people not using tools correctly	High	You will need to: - All hand tools must be properly maintained and stored safely when not in use. - Hand tools must be transported in a toolbox / bag that is maintained in good condition. - The toolbox / bag must be suitably constructed to allow for the safe carrying of hand tools. - Ensure that the correct hand tools are being used for the specific task.	Low

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Ref.	Hazards	App. Y/N	Consequences	Likelihood x Severity		Likelihood x Severity
R19	Hand tools Compressed gas, cartridge operated tools	Y	Struck by nails, fragments or rebounds	High	You will need to: - Always wear eye protection that is high impact rated. - Use the correct power cartridge or settings to avoid nails firing through and out the other side. - Load the tool with the barrel pointing away from you. - Never keep the tool loaded when not in use.	Low
R20	Hot Works Carrying out 'hot work' with a naked flame or using items that could produce sparks or heat (such as using a blow torch, grinder, cut-off saw, heater or halogen lamp).	Y	Fire or explosion	High	You will need to: - Remove or protect flammable materials and keep an appropriate fire extinguisher nearby when carrying out 'hot work'. - Position equipment on non-combustible stands. - Cease 'hot work' activities at least one hour before the end of the day's work (two hours for higher risk sites, such as large timber-frame projects) and regularly monitor the area and surrounding structure in the intervening time.	Low
R21	Housekeeping Stacking and storing materials, creating rubbish	Y	Slips and trips, materials falling, injury to other people	High	You will need to: Keep work areas and walkways tidy and clear of rubble, materials, trailing leads and rubbish	Low

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Ref.	Hazards	App. Y/N	Consequences	Likelihood x Severity		Likelihood x Severity
R22	Lone Working Verbal and/or Physical Abuse	Y	Staff, either at the office, workplace or when travelling to or visiting premises, may suffer verbal or physical assault from customers.	Medium	You will need to ensure: • Suitable training and use of any appropriate equipment. • Adequate supervision and monitoring. • Suitable method of communication such as a mobile phone and/or personal alarm. • Suitable emergency plans are in place. • The possible need for alternative working arrangements. • Staff that are confident in dealing with people who may be under stress. • Team to discuss contact procedures for 'out of hours' work. • Remind staff to report instances of abuse so that managers can discuss with them and offer support.	Low
R23	Lone Working Visiting Hazardous Premises	N	Staff, risk injury or ill health when visiting premises that are in poor repair or contain hazardous substances, e.g. houses with poor electrics or sites that may have asbestos.	Medium	You will need to ensure: • A suitable and sufficient risk assessment has been carried out. • When taking an enquiry, ask staff about the condition of premises, e.g. access and egress, dangerous areas, electrics, fall hazards etc. • If hazardous conditions are identified, staff discuss with manager before visit. • Staff know not to take risks, e.g. not to try to restore electricity or gas supply.	Low

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Ref.	Hazards	App. Y/N	Consequences	Likelihood x Severity		Likelihood x Severity
R24	Manual Handling Lifting and moving heavy objects or objects that are difficult to grasp	Y	Staff, risk injuries or back pain from handling heavy or awkward objects.	Low	It is the responsibility of the operative to bring to the attention of the supervisor any injury, conditions or concerns you have prior to carrying out any manual handling operations on site. All manual handling operations must be carried out as per the requirements of the included manual handling assessment and manual handling briefing. Prior to carrying out manual handling can you: • The use of a lifting aid? • To reduce the amount of twisting and stooping? • To avoid lifting from floor level or above shoulder height, especially heavy loads? • To reduce carrying distances? • To avoid repetitive handling? • To vary the work, allowing one set of muscles to rest while another is used? • To push rather than pull? • To make the load lighter or less bulky? • To make it easier to grasp? • To make it more stable? • To make it evenly stacked?	Low
R25	Noise	Y	Noise Induced Hearing Loss / Tinnitus	High	You will need to ensure: • Where noise is at/or above 80 dB - ear muffs are made available; when at/or above 85 dB - ear muffs are mandatory, e.g. cutting, grinding, drilling or due to background noise. • Information and training provided.	Very Low

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Ref.	Hazards	App. Y/N	Consequences	Likelihood x Severity		Likelihood x Severity
R26	Objects falling from height	Y	Minor or serious injury could occur to a person if objects fall from height	High	Where possible only: • hard hats are mandatory • To store light loads above head height. • To maintain clear access to storage areas. • To only use suitable storage systems. • To ensure that items stored above head height are placed in a safe a suitable manner. • To ensure adequate lighting is available in overhead storage systems. • Do not leave items that could fall from height in dangerous locations.	Low
R27	Plant and Equipment	Y	Serious or fatal injury	High	You will need to ensure: • That only plant operators with the appropriate training and experience are permitted to operate only the plant and equipment they have the appropriate training for. • No person should operate or move any plant or equipment they do not hold the appropriate card and training for.	Medium

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Ref.	Hazards	App. Y/N	Consequences	Likelihood x Severity		Likelihood x Severity
R28	Power Tools	Y	A range of minor, major and possibly fatal injuries can be sustained from moving parts of tools and the substances they are working with.	High	You will need to ensure: - All tools are visually inspected prior to use and have current PAT certification. - Make sure the correct drill bits, saw blades, grinder discs, to be used for the job and to be in good condition. - No working tool to be forced. i.e. if excessive pressure has to be applied to get a tool to work, the situation has to be reassessed. - That the correct guards and PPE to be used to prevent impact or cut damage to eyes, face and body. - That consideration of clothing, hair and jewellery should be made to ensure that nothing can get caught in moving parts.	Low
R29	Radiation (Ionising) Radon Breathing in radon is the second largest cause of lung cancer in the UK, resulting in up to 2000 fatal cancers per year.	N	Inhaled radiation can be absorbed by the nearby lung tissues and can lead to lung cancer.	Medium	You will need to: - natural ventilation is expected to keep radon exposure below the Action Level - maps checked to identify whether the location is a Radon Affected Area - radon testing undertaken where required to identify if the Action level is reached / passed	Low

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Ref.	Hazards	App. Y/N	Consequences	Likelihood x Severity		Likelihood x Severity
R30	Repetitive Strain Injuries (RSI's)	Y	Any individual who carries out repetitive tasks may experience pain in various joints and muscle groups.	Medium	You will need to: - To avoid forceful or repetitive tasks where possible. - To ensure work area is set up correctly. - To avoid arching back or squatting for long periods. - To avoid stretching and over reaching.	Low
R31	Site / Area security Preventing unauthorised access	Y	Injuries to non-staff members during and outside of normal working hours.		You will need to: - site authorisation, access and visitors' procedures to be followed - suitable signage to be displayed where required to direct persons to the correct means of access and egress - To prevent unauthorised and uncontrolled access into the work area by visual and physical means such as barriers, bollards, fencing etc. - ensure work area is clear and closed off at the end of the shift	
R32	Slips, Trips and Falls	Y	Sprains, Fractures and tissue damage could be suffered by operatives and people from slipping tripping and falling over tools or untidy work areas in general	High	You will need to: - To employ good housekeeping, safe clear access routes to be identified within and around the work area; areas must be checked on a regular basis and any hazards identified must be rectified promptly. - To avoid trailing cables. - To use signage to let people know work is being carried out in the area. - To ensure all tools etc are stored away at the end of the shift.	Low

KEY HAZARDS and Applicability				Risk score before Control Measures	CONTROL MEASURES	Risk score after Control Measures
Ref.	Hazards	App. Y/N	Consequences	Likelihood x Severity		Likelihood x Severity
R33	Stress	Y	All staff could be affected by factors such as lack of job control, bullying, not knowing their role etc.	Medium	You will need to ensure: - All staff to understand what their duties and responsibilities are. - All staff can talk to supervisors or a manager if they are feeling unwell or at ease about things at work. - There is a 'No bullying' policy. - Remind staff that they can speak confidentially to manager or supervisors (on a no-blame basis) if they are feeling unwell or ill at ease because of work.	Low
R34	Traffic Movement	Y	Vehicle Impact injuries	High	You will need to ensure: - where practicable all traffic movement to and from site (waste transfer, plant delivery etc) is limited to the quieter periods of the day i.e. avoiding peak traffic times - any site specific 'no-go' areas are to be noted and communicated to all drivers - Banksmen control all reversing vehicles and vehicles leaving site. - All vehicles leaving site should leave in forward gear only. - All drivers of vehicles are to abide by site specific rules pertaining to speed restriction etc i.e. 5mph. - On site pedestrian routes are established particularly at the site entrance and where plant and operatives' interface. - Where possible all deliveries are to be notified in advance.	Low

KEY HAZARDS and Applicability				Risk score before Control Measures	CONTROL MEASURES	Risk score after Control Measures
Ref.	Hazards	App. Y/N	Consequences	Likelihood x Severity		Likelihood x Severity
R35	Towers (scaffold)	Y	Serious or fatal injury could occur if a worker falls from height due to misuse	High	You will need to ensure: - That scaffold Towers shall comply with the standard required for all types of scaffolds, e.g. double guardrails, toe boards, bracing and access ladder. - no scaffold tower will be put into use until it is complete, away from electrical hazards and has been fully inspected by a competent person. - All towers must be inspected following assembly and then at suitable regular intervals by a competent person. In addition, if the tower is used for construction work and a person could fall 2 metres or more from the working platform, then it must be inspected following assembly and then every 7 days. - Tower scaffolds are be provided with the installation instructions, to enable the erector to refer to them prior to and during erection and prior to and during dismantling. - Note: The HSE will expect to be able to gain sight of the instructions during an inspection. A specific risk assessment is also available to support use of this equipment.	Low

KEY HAZARDS and Applicability				Risk score before Control Measures	CONTROL MEASURES	Risk score after Control Measures
Ref.	Hazards	App. Y/N	Consequences	Likelihood x Severity		Likelihood x Severity
R37	Working on or near water: Culvert/stream	Y	Death from drowning, Hypothermia, Leptospirosis	High	You will need to: • working near water will be prevented where possible • prevent unnecessary access to water sources by use of barriers, fences, signage • information provided to staff on Leptospirosis • no lone working to be undertaken within the vicinity of water sources • ensure an emergency rescue plan is in place	Low

KEY HAZARDS and Applicability				Risk score before Control Measures	CONTROL MEASURES	Risk score after Control Measures
Ref.	Hazards	App. Y/N	Consequences	Likelihood x Severity		Likelihood x Severity
R39	Welfare / First Aid	Y	Health and safety issues due to inadequate arrangements for hygiene, eating food, using the bathroom, and first aid provision	High	Facilities are provided, including: - Changing Rooms & Lockers - Suitable and sufficient changing rooms are provided or made available. - Drinking Water - An adequate supply of wholesome drinking water is provided or made available at readily accessible and suitable places. Sources of drinking water are clearly identified with suitable means of consumption provided (i.e. cups). - Facilities for Rest - Suitable and sufficient rest rooms or rest areas are provided or made available at readily accessible places. - Sanitary conveniences - Suitable and sufficient sanitary conveniences are made available at readily accessible places. They are kept clean and tidy, with adequate lighting and ventilation and separate rooms must be provided for men and women. - Washing Facilities - Suitable and sufficient washing facilities, including showers if required by the nature of the work or for health reasons, must, so far as is reasonably practicable, be provided or made available at readily accessible places. - First-aid – Adequate first aid provision is provided to include First Aiders and first aid equipment	Very Low

Likelihood of harm	Severity of harm		
	Slight harm	Moderate harm	Extreme harm
Very unlikely	Very low	Very low	High

KEY HAZARDS and Applicability				Risk score before Control Measures	CONTROL MEASURES		Risk score after Control Measures
Ref.	Hazards	App. Y/N	Consequences	Likelihood x Severity			Likelihood x Severity
	Unlikely		Very low		Medium		Very high
	Likely		Low		High		Very high
	Very likely		Low		Very high		Very high

Severity of Harm			
Category	Slight harm	Moderate harm	Extreme harm
Health	Nuisance and irritation (e.g. headaches); temporary ill health leading to discomfort (e.g. diarrhoea).	Partial hearing loss; dermatitis; asthma; work-related upper limb disorders; ill health leading to permanent minor disability.	Acute fatal diseases; severe life shortening diseases; permanent substantial disability.
Safety	Superficial injuries; minor cuts and bruises; eye irritation from dust.	Lacerations; burns; concussion; serious sprains; minor fractures.	Fatal injuries; amputations; multiple injuries; major fractures.

Likelihood of harm			
Very likely	Likely	Unlikely	Very unlikely
Typically experienced at least once every six months by an individual	Typically experienced once every five years by an individual	Typically experienced once during the working lifetime of an individual	Less than 1% chance of being experienced by an individual during their working lifetime

Category of Risk	Evaluation of Acceptability
Very Low	These risks are considered acceptable. No further action is necessary other than to ensure that the controls are maintained
Low	No additional controls are required unless they can be implemented at very low cost (in terms of time, money and effort). Actions to further reduce these risks are assigned low priority. Arrangements should be made to ensure that the controls are maintained.

KEY HAZARDS and Applicability				Risk score before Control Measures	CONTROL MEASURES	Risk score after Control Measures
Ref.	Hazards	App. Y/N	Consequences	Likelihood x Severity		Likelihood x Severity
	Medium		Consideration should be given as to whether the risks can be lowered, but the costs of additional risk reduction measures should be considered. The risk reduction measures should be implemented within a defined time period. Arrangements should be made to ensure that the controls are maintained, particularly if the risk levels are associated with harmful consequences.			
	High		Substantial efforts should be made to reduce the risk. Risk reduction measures should be implemented urgently within a defined time period and it might be necessary to consider suspending or restricting the activity, or to apply interim risk controls, until this has been completed. Considerable resources might have to be allocated to additional controls. Arrangements should be made to ensure that controls are maintained, particularly if the risk levels are associated with extremely harmful consequences and very harmful consequences			
	Very High		These risks are unacceptable. Substantial improvements in risk control are necessary, so that the risk is reduced to an acceptable level. The work activity should be halted until risk controls are implemented that reduce the risk so that it is no longer very high. If it is not possible to reduce risk the work should remain prohibited.			

SECTION 8 - SUBSTANCES HAZARDOUS TO HEALTH

KEY HAZARDS and Applicability				Risk score before Control Measures	CONTROL MEASURES	Risk score after Control Measures
Ref.	Likelihood x Severity	App. Y/N	Consequences for Who and How?	Likelihood x Severity		Likelihood x Severity
CR 01	Asbestos fibres - Inhalation by operatives and others.	Y	 Mesothelioma, Asbestos related lung cancer, asbestosis, Non-malignant pleural disease - Operatives, other in area, all by cross contamination.	Very High	Dampen down and use wetting agents to ensure asbestos containing material do not dry out. Enclosures are used during removal. The work area is suitably segregated. The correct RPE/PPE should be used at all times (Disposable coveralls (Type 5), rubber gloves, safety boots (toe-protectors), FFP3 half face fitted mask, glasses and safety helmet). Ensure there is a constant watching brief in place. Close any doors and use tape and notices to warn others. Ensure suitable signage is displayed leading up to the work area. Ensure all works are carried out as per the requirements of Control of Asbestos Regulations 2012 ACOP.	Low
CR 02	Brick, Concrete and Crystalline silica dust - Breathing in.	Y	  Dust nuisance, lung cancer, silicosis, chronic obstructive pulmonary disease (COPD), asthma - Operatives and others in area.	High	Ensure area is well ventilated at all times and there is sufficient air movement. Limit access to working areas. Dampen down area as required avoiding surplus run off. Use face fitted FFP3 masks whilst carrying out tasks. Whilst working within area with low air movement / ventilation, (LEV) local exhaust ventilation (extraction) is to be used. If possible use mechanical aids, limit people within the area. Screen off the area if possible. Ensure all persons are clean shaven so their half face fitted mask work as they are supposed to.	Low

CR 03	Diesel Fuel / Gas Oil - Leaking / Contact with skin / Catching fire.	Y	 Dermatitis and skin irritation, burns, carcinogenic, toxic to environment - Plant operators.	High	All fuel to be stored in double skinned tanks. Tank to be set up on a bund. Operatives to wear suitable gloves and eye protection. Spill kits to be located within close proximity to all vehicles and plant. Ensure no ignition sources are near the fuels. PPE to be used including gloves and eye protection. Ensure good hygiene on site. Ensure firefighting medium is nearby.	Low
CR 04	General dust - Breathing in.	Y	 Dust nuisance - Operatives and others in area.	High	Ensure area is well ventilated at all times and there is sufficient air movement. Limit access to working areas. Dampen down area as required avoiding surplus run off. Use face fitted FFP3 masks whilst carrying out tasks. If possible use mechanical aids, limit people within the area. Screen off the area if possible. Ensure all persons are clean shaven so their half face fitted mask work as they are supposed to.	Low
CR 05	Internal Combustion Engine Fumes - Toxic gases.	Y	 Intoxication - Operatives, Plant operator any person entering the area.	High	Ensure all areas are well ventilated at all times. Only use machines outside or in well ventilated areas. Ensure no persons are required to enter any pits or excavations where fumes could build up.	Low
CR 06	Hydraulic Oils - Leaking / Contact with skin.	Y	 Dermatitis and skin irritation, toxic to environment - Plant operators	High	All oils to be stored in dedicated area. Operatives to wear suitable gloves and eye protection. Spill kits to be located within close proximity to all vehicles and plant. Ensure good hygiene.	Low

CR 06	Lubricating Oils - Leaking / Contact with skin.	Y	 Dermatitis and skin irritation, burns, carcinogenic, fire, toxic to environment - Plant operators.	High	Ensure area is well ventilated at all times and there is sufficient air movement. Limit access to working areas. Dampen down area as required avoiding surplus run off. Use face fitted FFP3 masks whilst carrying out tasks. Whilst working within area with low air movement / ventilation, (LEV) local exhaust ventilation (extraction) is to be used.	Low
CR 07	Lubricating Grease - Contact with skin / getting into the environment.	Y	 Dermatitis and skin irritation, toxic to environment - Plant operators.	High	All lubricating greases to be stored in a dedicated area. Operatives to wear suitable gloves and eye protection. Only proper application guns to be used at all times. Ensure a dedicated storage area is setup on site. Ensure good hygiene on site.	Low
CR 10	Wood Dust	Y	Workers risk respiratory diseases, such as asthma, from inhaling wood dust. Hardwood dust can cause cancer, particularly of the nose	High	Wood dust cleared up using a suitable vacuum cleaner, fitted with an appropriate filter. Suitable respiratory protective equipment used when sanding timber or creating wood dust where no mechanical extractors are possible. Appropriate Local exhaust ventilation (LEV) equipment fitted to machinery where practicable with staff trained how to use it.	Low

Likelihood of harm	Severity of harm		
	Slight harm	Moderate harm	Extreme harm
Very unlikely	Very low	Very low	High
Unlikely	Very low	Medium	Very high
Likely	Low	High	Very high
Very likely	Low	Very high	Very high

Severity of Harm			
Category	Slight harm	Moderate harm	Extreme harm
Health	Nuisance and irritation (e.g. headaches); temporary ill health leading to discomfort (e.g. diarrhoea).	Partial hearing loss; dermatitis; asthma; work-related upper limb disorders; ill	Acute fatal diseases; severe life shortening diseases; permanent substantial disability.

		health leading to permanent minor disability.	
Safety	Superficial injuries; minor cuts and bruises; eye irritation from dust.	Lacerations; burns; concussion; serious sprains; minor fractures.	Fatal injuries; amputations; multiple injuries; major fractures.

Likelihood of harm			
Very likely	Likely	Unlikely	Very unlikely
Typically experienced at least once every six months by an individual	Typically experienced once every five years by an individual	Typically experienced once during the working lifetime of an individual	Less than 1% chance of being experienced by an individual during their working lifetime

SECTION 9 - EMERGENCY ARRANGEMENTS

9.1 First Aid	9.2 Fire safety	9.3 Assembly point	9.4 Emergency
			
Details for First Aid	Details for Fire	Location of Assembly	Details for A & E
First Aiders: tbc Location of First Aid Box: Site Office	Fire Marshals: tbc Type of Fire Fighting Equipment: Fire extinguishers Location of Fire Fighting Equipment: In all areas	TBC	Name: Neath Port Talbot Hospital Baglan Way Port Talbot SA12 7BX 01639 862000 Distance: 17 miles

SECTION 10 - AUTHORISATION AND ACCEPTANCE

The employees / personnel detailed below have signed to confirm that they:

- Have received a briefing on the hazards involved with their undertaking.
- Understand the requirements, and shall work to the control measures, of this risk assessment and method statement, and any associated risk assessments or safe working practices.
- Will notify their Line Manager should there be any abnormalities or areas of concern regarding the task.
- Shall advise their Site Manager of any medical condition which may give rise to health or safety risks whilst undertaking the task.

All accidents, incidents, near misses and dangerous occurrences must be reported to your Site Manager as soon as possible.

THINK - IF IN DOUBT - STOP - CALL - WAIT - CLARIFY

Name	Signature	Date		Name	Signature	Date
Site Managers Name		Site Managers Signature		Date		

