

Risk Assessment

Activity to be Assessed		Assessment Number	
Use of Portable Electrical Tools		OD-04	
Persons undertaking or affected by the activity			
☒ Employees ☐ Tenant ☐ Public ☐ Visitor ☐ Contractor ☐ Other			
Identified Hazards and Associated Risks	Likelihood	Severity	Risk Level
1 Electrical shock/burns	3	5	15
2 Dust and fumes	2	3	6
3 Lifting and handling	3	3	9
4 Noise	3	3	9
5 Vibration	3	3	9
6 Moving parts	2	3	6
7 Danger of Auto Starting	2	2	4
Existing Control Measures/Additional Control Measures Required			
1	- Only use 110-volt Electrical Portable Tools - Ensure that equipment is PAT compliant - If possible use low voltage battery powered equipment as an alternative		
2	- Use appropriate PPE e.g. correct footwear, eye protection, ear defenders, dust mask - Keep work area well ventilated - Use dust collection bags fitted to power tool where possible, to contain the dust at source		
3	- Correct manual handling procedures to be followed - Use appropriate PPE e.g. correct footwear and gloves		
4	- Use appropriate PPE e.g. ear defenders or ear plugs with a protection value "SNR" rating of 25 to 30 (SNR will be marked on the PPE packaging.) - Check that the right tool is being used for the right job – report defects		
5	- Follow the guidance in your individual Hand Arm Vibration (HAV) risk assessment and use the information to monitor and minimise exposure to vibration - Ensure equipment is maintained and vibration is kept to a minimum		
6	- Ensure that operative is competent in the safe use of the equipment - Check that the right tool is being used for the job – carry out pre-use checks – report defects - Ensure that guards that are provided with a power tool are in fitted and in position before use. - Operate power tool so that any debris or discharge is away from the operator and any nearby personnel. - Wear eye protection when drilling, cutting materials with a power tool.		
7	- Ensure that operative is competent in the safe use of the equipment - Carry out pre-use checks - Check that trigger is not in the "on" position before switching on power supply. - Maintain good housekeeping		
Reassessment of Activity Hazards	Likelihood	Severity	Risk Level
1 Electrical shock/burns	1	5	5

2	Dust and fumes	1	3	3					
3	Lifting and handling	2	3	6					
4	Noise	1	3	3					
5	Moving parts	2	3	6					
6	Danger of Auto Starting	1	2	2					
Name: Kyle Position: Director		Signed:		Date of Completion: February 2018					
Review Date :	Likelihood	Severity	Likelihood of Injury	5	5	10	15	20	25
Reviewed by:	1 very unlikely 2 unlikely 3 likely 4 very likely 5 certainty	1 nuisance 2 minor 3 medical treatment 4 major 5 fatal		4	4	8	12	16	20
Review Date :				3	3	6	9	12	15
Reviewed by:				2	2	4	6	8	10
Review Date :				1	1	2	3	4	5
Reviewed by:				0	1	2	3	4	5
Review Date :	Severity of Injury								
Reviewed by:	Low Risk		Medium Risk		High Risk				