

# Risk Assessment Record – RA 3



Subject (Task or Operation): Handling Marquee Equipment from Vehicles	Assessor Name: A Wessen
Location: Warehouse and On Site	Assessor Sig: _____ Date: 05.05.2010

HAZARDS IDENTIFIED	Persons Affected	EXISTING CONTROL MEASURES	REMAINING LIKELIHOOD	SEVERITY OF HARM	RISK RATING	PRIORITY	FURTHER ACTION REQUIRED	DATE ACTIONED
1. Manual Handling.	Marquee and Warehouse staff.  General public on site.	<ul style="list-style-type: none"> <li>• Only suitably trained staff will carry out these processes.</li> <li>• Forklift drivers will be competently trained.</li> <li>• All staff receive Manual Handling Training.</li> <li>• All staff are issued protective clothing, including foot protection, overalls, and gloves.</li> <li>• Staff instructed to traverse the vehicle safely.</li> <li>• Staff remain aware of public / Client safety during processes, displaying warning signs if appropriate.</li> <li>• Staff working in forklift area wear Hi Vis Jacket.</li> </ul>	1	4	4	1	None	
2. Falls from vehicles.			2	3	6	2		
3. Contact with forklift.			1	4	4	1		
4. Falling objects from vehicles / forklift.			1	4	4	1		

NUMERICAL SCORING RECORD						PRIORITY	
	Extremely Unlikely	Unlikely	Likely	Very Likely	Almost Certain	<b>1.</b>	SCORE 1 - 4 = Tolerable / Low Risk
REMAINING LIKELIHOOD						<b>2.</b>	SCORE 5 - 9 = Monitor and Maintain Strict Control Measures
<b>NUMERICAL SCORE</b>	1	2	3	4	5	<b>3.</b>	SCORE 10 - 12 = Work Design Needs Urgent Modification
SEVERITY OF HARM	Minor Injury (No First Aid required)	Minor Injury (First Aid Required)	Reportable to HSE (3 Day)	Major Injury	Death	<b>4.</b>	SCORE Above 12 = Work NOT Allowed. STOP WORK. Reassess.

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<b>COMMENTS ON EXISTING CONTROL MEASURES AND NEED FOR PPE</b>	<b>SUMMARY / INTERPRETATION OF RISK ASSESSMENT</b>
<p>There are adequate safety systems in place.</p>	<p>On the whole there were no major problems in this area.</p>