

BARNES

4.1

WORKSHOP RISK ASSESSMENTS

**Initially conducted on 9 Jan 2014 and annually thereafter
with the assistance of**

Steve Farr, Trevor Summers and Matt Barnes

Last Reviewed 10 October 2023

RISK ASSESSMENT WORKSHEET

Department: Workshop Date: 10 October 2023

Review Date: October 2024 Completed by: Simon Rogers assisted by Trevor Summers

Sheet number:	2	Area of Activity:	General Hazards – Housekeeping/Slips										
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls				
			P	S	RR				P	S	RR		
HOUSEKEEPING	<i>Mechanics</i>	Overall:											
	<i>Drivers and other staff</i>	<ul style="list-style-type: none"> • Spacious modern facilities • Good lighting 	2	3	6	<i>Continue to maintain good standards of housekeeping</i>							
	<i>Workshop visitors</i>	<ul style="list-style-type: none"> • Good general storage arrangements • Some warning signs posted • Effective supervision • Improvements made • Housekeeping checks in place 											
- slips (oil, oil storage, water on floor) leading to injury		<ul style="list-style-type: none"> • Dedicated storage for oils etc. • Spillages cleaned up immediately 	-	-	-	<i>No significant risk with controls in Place</i>							
- see also trips and falls below													

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department:

Workshop

Date:

10 October 2023

Review Date:

October 2024

Completed by:

Simon Rogers assisted by Trevor Summers

Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls		
			P	S	RR				P	S	RR
LIGHTING (risk of injury potentially enhanced if lighting poor)	Mechanics Drivers and other staff Workshop visitors	<ul style="list-style-type: none"> Modern general lighting Good local and portable lighting Clear, open work area 	-	-	-	No significant risk with controls in place					
HEATING (risk of injury potentially enhanced by inadequate heating)	Mechanics	<ul style="list-style-type: none"> Fully insulated building with Oil heater 	-	-	-						
NOISE - potential hearing impairment from noisy activity(ies)	Mechanics	<ul style="list-style-type: none"> Intermittent risk only - normal environment is quiet Ear defenders available 	-	-	-						

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 – 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 – 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 – 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department:

Workshop

Date:

10 October 2023

Review Date:

October 2024

Completed by:

Simon Rogers assisted by Trevor Summers

Sheet number:	6	Area of Activity:	General Hazards – Electricity											
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls					
			P	S	RR				P	S	RR			
ELECTRICITY	<i>Mechanics</i>	<ul style="list-style-type: none"> • Electrical installation inspected 	2	3	6	Acceptable risk with controls in place								
- shock		<ul style="list-style-type: none"> • All work undertaken by qualified contractor • Wiring in conduit and on trays 												
- fixed installation														
- tools/equipment	<i>Mechanics</i>	<ul style="list-style-type: none"> • Pneumatic appliances • RCD protection on all sockets • Battery Tools 	2	3	6	Acceptable risk with controls in place								
- steam cleaner	<i>Mechanics</i>	<ul style="list-style-type: none"> • See separate risk assessment 												
- batteries	<i>Mechanics</i>	<ul style="list-style-type: none"> • See separate risk assessment 												

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

* **PAT = Portable electrical Appliance Testing**

RISK ASSESSMENT WORKSHEET

Department:

Workshop

Date:

10 October 2023

Review Date:

October 2024

Completed by:

Simon Rogers assisted by Trevor Summers

Sheet number:	7	Area of Activity:	General Hazards - Storage Systems 1										
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls				
			P	S	RR				P	S	RR		
STORAGE SYSTEMS		Overall:				Acceptable risk with controls in							
						place							
		• Dedicated/specific/storage area(s)/systems (Converted Container)											
- Oil (see Sheet No 1)													
- Stores													
▫ Racking	Mechanics												
- collapse leading to injury		• Stable racks	-	-	-	No significant risk with controls in							
		• Clear of impact risk				place							
		• Secured to fixture											
- items fall off/ access fall (person)	Mechanics	• Orderly storage	-	-	-	No significant risk with controls in							
		• Tidy regime				place							
		• Supervision											
		• All storage easily reached											
		• Suitable access steps											

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

Sheet number:	8	Area of Activity:	General Hazards - Storage System 2								
---------------	---	-------------------	------------------------------------	--	--	--	--	--	--	--	--

RISK ASSESSMENT WORKSHEET

Department: Workshop Date: 10 October 2023

Review Date: October 2024 Completed by: Simon Rogers assisted by Trevor Summers

Sheet number:	9	Area of Activity:	General Hazards - Personal Protective Equipment																	
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls											
			P	S	RR				P	S	RR									
PROTECTIVE EQUIPMENT (PPE) <i>(certain activities in the Workshop and elsewhere create potential hazards which can be significantly reduced by the provision and use of appropriate PPE, after other risk reduction methods have been exhausted)</i>	<i>Fitters</i>	<i>Full range of PPE provided as follows:</i> <i>Sets of overalls supported by cleaning contract and adequate changing facilities</i> <i>• Goggles</i> <i>• Face shield</i> <i>• Face masks</i> <i>• Gloves – various types</i> <i>• Ear defenders</i> <i>• Barrier creams</i> <i>• Hard hats/bump caps</i> <i>• Safety footwear</i> <i>• Waterproofs etc. for steam cleaning</i> <i>• Kneeling pads</i> <i>• Supervision</i> <i>• Written Good Practice Guide</i>																		

- Probability Rating (P) with Guide**
 1 = Improbable (hardly if ever)
 2 = Remote (< annually)
 3 = Possible (annually)
 4 = Probable (monthly)
 5 = Likely (weekly)

- Severity Rating (S) with Guide**
 1 = First Aid Injury
 2 = Minor injury (say 3 days off work)
 3 = Major injury
 4 = Permanent incapacity or death

- Risk Rating (RR) = Probability x Severity**
 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department:

Workshop

Date:

10 October 2023

Review Date:

October 2024

Completed by:

Simon Rogers assisted by Trevor Summers

Hazard Description	Persons at Risk	Current Controls	General Hazards & Issues 1											
			Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls					
			P	S	RR				P	S	RR			
CONTRACTORS - the risk of injury to contractors or own staff through uncontrolled activity by employees of former	Mechanics Other workshop visitors Contractors staff	• Formal control • Supervision • Guidance in H&S Manual • Signage	-	-	-	No significant risk with controls in place								
YOUNG PERSONS are potentially more at risk of injury owing to inexperience	18 year olds and younger	None	-	-	-	None employed at present but should situation change assessment required								
ACCIDENT PROCEDURES can potentially lead to enhanced injuries	Mechanics Other workshop visitors	• First Aider • Running Water • Access to 1 st Aid kit • New accident book • Accident procedure • Signage	3	3	9									

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department:

Workshop

Date:

10 October 2023

Review Date:

October 2024

Completed by:

Simon Rogers assisted by Trevor Summers

Sheet number:	11	Area of Activity:	General Hazards & Issues 2												
			Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls			
						P	S	RR				P	S	RR	
INDUCTION the risk of injury potentially being enhanced if inadequate	Mechanics	<ul style="list-style-type: none"> Verbal Formal Induction 	3	3	9										No significant risk with controls in place
TRAINING		<ul style="list-style-type: none"> Experienced mechanics Verbal/formal induction Assigned to experienced employee Training records kept 	2	3	6										No significant risk with controls in place
1st AID any injury potentially being exacerbated if inadequate	Mechanics	<ul style="list-style-type: none"> Appointed Persons Access to 1st Aid equipment Running water 	3	3	9										
WELFARE FACILITIES the risk of injury or illness potentially being enhanced if inadequate	Mechanics	<ul style="list-style-type: none"> Clean eating facilities Separate changing facilities Adequate breaks Good changing/WC facilities 	-	-	-	No significant risk with controls in place									

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department: Workshop Date: 10 October 2023

Review Date: October 2024 Completed by: Simon Rogers assisted by Trevor Summers

Table with columns: Sheet number (12), Area of Activity, Work Equipment - General Statement, Hazard Description, Persons at Risk, Current Controls, Risk Rating on current controls (P, S, RR), Further remedial work required to improve Risk, Action By, Completion Date, Risk Rating on enhanced controls (P, S, RR). Includes two notes about mechanics and equipment.

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
2 = Remote (< annually)
3 = Possible (annually)
4 = Probable (monthly)
5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
2 = Minor injury (say 3 days off work)
3 = Major injury
4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department:

Workshop

Date:

10 October 2023

Review Date:

October 2024

Completed by:

Simon Rogers assisted by Trevor Summers

Sheet number:	13	Area of Activity:	Work Equipment – Vehicle Lifts										
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls				
			P	S	RR				P	S	RR		
VEHICLE LIFTS		Overall:											
		• Modern equipment and controls – ‘failsafe’ operation											
		• Maintenance											
		• Statutory inspection											
		• End stops											
		• Automatic rising stops											
		• chocks											
		• Experienced trained staff											
- vehicle falling off and crushing person	Mechanics Other workshop visitors	As above, also: • Suitable area • Level ground • Control allow for side operation keeping body And limbs clear • Safe System of Work	2	3	6	Acceptable risk with controls in place							

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department:

Workshop

Date:

10 October 2023

Review Date:

October 2024

Completed by:

Simon Rogers assisted by Trevor Summers

Sheet number:	14	Area of Activity:	Work Equipment – Mobile Lifts										
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls				
			P	S	RR				P	S	RR		
- bumping head	<i>Mechanics</i>	<i>As above, also:</i>	2	3	6	<i>Acceptable risk with controls in place</i>							
		• Hard hats/bump caps <i>available</i>											
		• General awareness											
- working in raised vehicle and falling out or assisting vehicle collapse	<i>Mechanics</i>	<i>As above, also:</i>	2	3	6	<i>Acceptable risk with controls in place</i>							
		• Light task e.g.											
		• Proprietary steps used											
		• SSW											

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department:

Workshop

Date:

10 October 2023

Review Date:

October 2024

Completed by:

Simon Rogers assisted by Trevor Summers

Sheet number:	15	Area of Activity:	Work Equipment – Axle Stands										
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls				
			P	S	RR				P	S	RR		
AXLE STANDS		Overall:											
- vehicle falling off and crushing person	Mechanics	<ul style="list-style-type: none"> • SWL* clearly marked and understood • Maintenance when needed • Visual check • Only used with other lifting equipment 	3	3	9	Acceptable risk with controls in place							

Probability Rating (P) with Guide
 1 = Improbable (hardly if ever)
 2 = Remote (< annually)
 3 = Possible (annually)
 4 = Probable (monthly)
 5 = Likely (weekly)
 * SWL = Safe Working Load

Severity Rating (S) with Guide
 1 = First Aid Injury
 2 = Minor injury (say 3 days off work)
 3 = Major injury
 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity
 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department: Workshop Date: 10 October 2023

Review Date: October 2024 Completed by: Simon Rogers assisted by Trevor Summers

Sheet number:	18	Area of Activity	Work Equipment – Bottle Jacks								
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls		
			P	S	RR				P	S	RR
BOTTLE JACKS		Overall:									
		• maintenance as & when									
		• Visual check									
		• Thorough examination									
- jack collapse followed by vehicle crushing person	Mechanics	As above, also:	2	3	6	Acceptable risk with controls in place					
		• Always supported by:									
		- Chocks									
		- Stands									
		- Additional jack									
		• SWLs clearly marked and understood									
		• Statutory Inspection									

<p>Probability Rating (P) with Guide</p> <p>1 = Improbable (hardly if ever)</p> <p>2 = Remote (< annually)</p> <p>3 = Possible (annually)</p> <p>4 = Probable (monthly)</p> <p>5 = Likely (weekly)</p>	<p>Severity Rating (S) with Guide</p> <p>1 = First Aid Injury</p> <p>2 = Minor injury (say 3 days off work)</p> <p>3 = Major injury</p> <p>4 = Permanent incapacity or death</p>	<p>Risk Rating (RR) = Probability x Severity</p> <p>1 - 6 = Low, Acceptable risk. Any remedial measures helpful rather than essential.</p> <p>8 - 10 = Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.</p> <p>12 - 16 = High risk. Implementation of additional practical remedial measures is urgent and essential.</p> <p>20 = Unacceptable risk. Termination of activity is recommended pending full review.</p>
--	---	---

RISK ASSESSMENT WORKSHEET

Department:

Workshop

Date:

10 October 2023

Review Date:

October 2024

Completed by:

Simon Rogers assisted by Trevor Summers

Sheet number:	19	Area of Activity	Work Equipment – Pit Jack											
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls					
			P	S	RR				P	S	RR			
PIT JACK		Overall:												
		• Visual check	2	3	6	Thorough examination in place								
		• Maintenance as & when												
- jack collapse followed by vehicle crushing person	Mechanics	• Jack sits within dedicated pit channel (limited travel)	2	3	6	Thorough examination in place								
		• Failsafe hydraulic operation												
		• Lockable twin rams (i.e. back-up)												
		• High SWL clearly marked and understood												
		• Statutory Inspection												

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department:

Workshop

Date:

10 October 2023

Review Date:

October 2024

Completed by:

Simon Rogers assisted by Trevor Summers

Sheet number:	20	Area of Activity	Work Equipment – Trolley Jack								
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls		
			P	S	RR				P	S	RR
TROLLEY JACK		Overall:									
		• Visual check									
		• Maintenance as & when									
- jack collapse followed by say crushed foot or leg	Mechanics	• Low lift • Bodies/limbs well clear during lift • High SWL - clearly marked and understood • Supported by: - Chocks - Stands - Bottle jacks • Statutory Inspection	2	3	6	Acceptable risk with controls in place					

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department:

Workshop

Date:

10 October 2023

Review Date:

October 2024

Completed by:

Simon Rogers assisted by Trevor Summers

Sheet number:	21	Area of Activity	Work Equipment – Roller Brake Tester																
			Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls							
						P	S	RR				P	S	RR					
ROLLER BRAKE		Overall:																	
TESTER		<ul style="list-style-type: none"> Authorized use only Regular maintenance & calibration 	3	3	9	Acceptable risk with controls in place													
- foot caught in rollers	Mechanics	As above, also:																	
- when not in use	Other workshop users	<ul style="list-style-type: none"> Slow speed rollers (5mph) Clear demarcation Side barrier rails/guard Bridge General awareness 'Safe' location Signage Safe System of Work 																	
- when in use	Mechanics	As above +	-	-	-	No significant risk with controls in place													
- electric shock	Mechanics	<ul style="list-style-type: none"> Not believed to be a significant risk 	-	-	-	No significant risk with controls in place													
- injury to service engineer	Service Engineer	<ul style="list-style-type: none"> Certified contractor only engaged 	-	-	-	No significant risk with controls in place													
- electric shock		<ul style="list-style-type: none"> Contractor control 																	

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department: Workshop Date: 10 October 2023

Review Date: October 2024 Completed by: Simon Rogers assisted by Trevor Summers

Sheet number:	22	Area of Activity	Work Equipment – Access Equipment								
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls		
			P	S	RR				P	S	RR
ACCESS EQUIPMENT											
<i>(see also Working at Height on Sheet xx)</i>											
- Mobile steps used for		Overall:									
		• Visual check									
- falling off (person)	Mechanics	As above, also:									
		• Only used for access	3	3	9	Acceptable risk with controls in place					
		(not as a working platform) except mirror adjustment on vehicles									
		• Safe System of Work									
- falling objects (tools etc.)	Mechanics	As above, also:	-	-	-	No significant risk with controls in place					
	Other workshop	• Light loads									
	visitors	• Tools kept to minimum									
		• Limited height									

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department: Workshop Date: 10 October 2023

Review Date: October 2024 Completed by: Simon Rogers assisted by Trevor Summers

Sheet number:	23	Area of Activity	Work Equipment – Access Equipment 2								
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls		
			P	S	RR				P	S	RR
ACCESS EQUIPMENT											
<i>continued</i>											
<i>(see also Working at Height Sheet)</i>											
- Ladders/steps		Overall:									
- falling off (person)	<i>Mechanics</i>	<ul style="list-style-type: none"> • Visual check • Maintenance as & when • Class/industrial use • Used for access only • Footed • Good Practice Guide • Safe System of Work 	3	3	9	<i>Acceptable risk with controls in place</i>					
MEWP	<i>Mechanics</i>	<ul style="list-style-type: none"> • Visual checks • Safe platform an handrail • Maintained 	2	3	6	<i>LOLER examinations required</i>	<i>MB</i>				
- falling objects (tools etc.)	<i>Mechanics</i>	<ul style="list-style-type: none"> • Footed 	-	-	-	<i>No significant risk with controls in place</i>					
	<i>Other workshop visitors</i>	<ul style="list-style-type: none"> • Tools kept to minimum • Limited height 									

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department:

Workshop

Date:

10 October 2023

Review Date:

October 2024

Completed by:

Simon Rogers assisted by Trevor Summers

Sheet number:	24	Area of Activity	Work Equipment – Bench Grinder											
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls					
			P	S	RR				P	S	RR			
BENCH GRINDER		Overall:												
		• Good working environment												
		• Dedicated secure bench												
		• Good lighting												
		• Visual check												
- contact to hand or arm	Mechanics	As above, also: • Dressing/wheel replacement by trained mechanic • Emergency stop button • Experienced fitters • PPE	3	3	9	Acceptable risk with controls in place								
- ejection and potential injury to eyes/face	Mechanics	As above, also: • PPE (eye protection/clean environment) • Signage	2	3	6	Acceptable risk with controls in place								

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department: Workshop Date: 10 October 2023

Review Date: October 2024 Completed by: Simon Rogers assisted by Trevor Summers

Sheet number:	25	Area of Activity	Work Equipment – Parts Washer								
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls		
			P	S	RR				P	S	RR
PARTS WASHER		Overall:									
		• Proprietary unit									
		• Safety information posted									
		• Regular service									
		• Trained users									
- solvent contact with skin or eyes	Mechanics	As above, also:	-	-	-	No significant risk with controls in place					
		• Warning signs									
		• PPE (inc. gauntlets)									
		• General awareness									
- Fire leading to injury	All on site	As above, also:	-	-	-	No significant risk with controls in place					
		• Safe electrics									
(see also Main Fire Assessment)		• Fusible link metal lid									
		• Good location									
		• No other machinery near									
		• Clear of combustibles									

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 = Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 = Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 = High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 = Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department:

Workshop

Date:

10 October 2023

Review Date:

October 2024

Completed by:

Simon Rogers assisted by Trevor Summers

Sheet number:	26	Area of Activity	Work Equipment – Blocks/Tackle/Chains										
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls				
			P	S	RR				P	S	RR		
BLOCKS/TACKLE/		Overall:	3	3	9								
CHAINS		• No unauthorised use											
		• Visual check											
		• Not used for lifting											
		Used for towing											
- failure leading to collapse and then crushing injury to body/limb	Mechanics	As above	3	3	9	Acceptable risk with controls in place							
Pillar drill	Mechanics	• Rarely used • Authorised person only	2	3	6	Chuck guard required	MB						

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 = Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 = Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 = High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 = Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department:

Workshop

Date:

10 October 2023

Review Date:

October 2024

Completed by:

Simon Rogers assisted by Trevor Summers

Sheet number:	28	Area of Activity	Work Equipment – Portable Power Tools											
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls					
			P	S	RR				P	S	RR			
PORTABLE POWER TOOLS etc.		Overall:												
		• No unauthorised use												
- Electric tools		As above, also:	2	3	6	Acceptable risk with controls in place								
- shock	Mechanics	• RCD sockets (all)												
		• Visual check												
		• Good Practice Guide												
- contact leading to injury of hand or arm	Mechanics	As above, also:	4	2	8	Recommend replacing any missing guards								
		• Guards												
		• General awareness												
		• Experience												
		• Tools in good condition (or scrapped)												

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department: Workshop Date: 10 October 2023

Review Date: October 2024 Completed by: Simon Rogers assisted by Trevor Summers

Sheet number:	29	Area of Activity	Work Equipment – Portable Power Tools 2								
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls		
			P	S	RR				P	S	RR
PORTABLE POWER TOOLS etc. cont.											
- ejection and potential injury to eyes/face	Mechanics	As above, also: • PPE (eye protection) • Signage	4	2	8	Include all PPE in regular checks if not disposable e.g. goggles			2	3	6
- Pneumatic tools - vibration	Mechanics	As above, also: • Intermittent use • Aware of HAVs issue and do not believe there is a significant risk because of limited use • PPE (appropriate gloves) • General awareness	-	-	-	No significant risk assessed					

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department:

Workshop

Date:

10 October 2023

Review Date:

October 2024

Completed by:

Simon Rogers assisted by Trevor Summers

Sheet number:	31	Area of Activity	Vehicle Maintenance/Repair – Vehicle Movement								
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls		
			P	S	RR				P	S	RR
VEHICLE											
MOVEMENT											
- collision with person (particularly when reversing)	Mechanics Other workshop visitors	<ul style="list-style-type: none"> • 2 man operation - driver and 'banksman' • High visibility clothing • Slow speeds • Reversing lights/bleepers • Clear workshop and area while allowing straight drive out • General awareness • Good Practice Guide • Signage 	3	3	9	Acceptable risk with controls in place					
(see also Pit use below)											
- movement when being worked on	Mechanics	<ul style="list-style-type: none"> • Isolation switches applied • Drivers educated to ask if they can move vehicle • Chocks applied • Low level of traffic • Good Practice Guide • Dashboard alert system 	3	3	9	Acceptable risk with controls in place					

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department: Workshop Date: 10 October 2023

Review Date: October 2024 Completed by: Simon Rogers assisted by Trevor Summers

Sheet number:	33	Area of Activity	Vehicle Maintenance/Repair – Jump Starting								
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls		
			P	S	RR				P	S	RR
JUMP STARTING A											
VEHICLE											
- explosion of battery, risk of acid and electrical burns	Mechanics	<ul style="list-style-type: none"> • PPE • Copious running water • Safe System of Work 	3	3	9	Acceptable risk with controls in place					

<p>Probability Rating (P) with Guide</p> <ul style="list-style-type: none"> 1 = Improbable (hardly if ever) 2 = Remote (< annually) 3 = Possible (annually) 4 = Probable (monthly) 5 = Likely (weekly) 	<p>Severity Rating (S) with Guide</p> <ul style="list-style-type: none"> 1 = First Aid Injury 2 = Minor injury (say 3 days off work) 3 = Major injury 4 = Permanent incapacity or death 	<p>Risk Rating (RR) = Probability x Severity</p> <ul style="list-style-type: none"> 1 - 6 = Low, Acceptable risk. Any remedial measures helpful rather than essential. 8 - 10 = Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk. 12 - 16 = High risk. Implementation of additional practical remedial measures is urgent and essential. 20 = Unacceptable risk. Termination of activity is recommended pending full review.
---	--	--

RISK ASSESSMENT WORKSHEET

Department: Workshop Date: 10 October 2023

Review Date: October 2024 Completed by: Simon Rogers assisted by Trevor Summers

Sheet number:	34	Area of Activity	Vehicle Maintenance/Repair – Working in the Pit								
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls		
			P	S	RR				P	S	RR
WORKING IN THE PIT											
- employee (other)	Mechanics	See Sheet No 2									
falling/slipping into	Other workshop										
	visitors										
- head collision when	Mechanics	• Good housekeeping in pit	3	3	9	Acceptable risk with controls in place					
working under vehicle		• Good local lighting									
		• Clean/bright walls									
		• Safe System of Work									
		• Signage									
- fume inhalation	Mechanics	• Running vehicle engines	-	-	-	No significant risk with controls in place					
leading to illness		when pit occupied is									
		avoided where possible									
		• Spacious workshop									
		(good natural ventilation)									
		• Detailed Good Practice									
		Guides									
		• Low sulphur fuel									
		• Doors open whilst running									
		vehicle engines									
Continued											

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department:

Workshop

Date:

10 October 2023

Review Date:

October 2024

Completed by:

Simon Rogers assisted by Trevor Summers

Sheet number:	35	Area of Activity	Vehicle Maintenance/Repair – Working in the Pit 2										
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls				
			P	S	RR				P	S	RR		
WORKING IN THE PIT													
<i>continued</i>													
- vehicle fall in and crushing person	Mechanics	<ul style="list-style-type: none"> • Occupation of pit avoided until vehicle located • 2 man assist on/off pit procedure • Straight run in • Line guides 	-	-	-	No significant risk with controls in place							
- hot work leading to say an explosion		<ul style="list-style-type: none"> • Avoided • Fuel tanks not heated/welded 	-	-	-	No significant risk with controls in place							
- fire (see also Main Fire Assessment)	Mechanics	<ul style="list-style-type: none"> • Bulkhead lighting • Flammables avoided • Smoking prohibited • Low voltage and caged lead lamps 	-	-	-	No significant risk with controls in place							
- handling	Mechanics	See separate assessment											

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department:

Workshop

Date:

10 October 2023

Review Date:

October 2024

Completed by:

Simon Rogers assisted by Trevor Summers

Sheet number:	36	Area of Activity	Vehicle Maintenance/Repair – Battery Charging & Handling								
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls		
			P	S	RR				P	S	RR
BATTERY CHARGING & HANDLING											
<i>(including Maintenance of batteries on vehicles)</i>											
- explosion of battery, risk of acid burns	Mechanics	<ul style="list-style-type: none"> • General awareness/ experience • Copious running water • No Smoking • PPE • Safe System of Work 	3	3	9	Acceptable risk with controls in place					
- back injury from handling	Mechanics	See separate assessment									
- Storage of new/spent batteries	Mechanics	<ul style="list-style-type: none"> • No stock of new batteries carried • Spent batteries stored clear of work areas • Terminals covered • Good housekeeping 	-	-	-	No significant risk with controls in place					
- explosion/fire/shock risk say from metal bar fall across terminals											

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department: Workshop Date: 10 October 2023

Review Date: October 2024 Completed by: Simon Rogers assisted by Trevor Summers

Sheet number:	37	Area of Activity	Vehicle Maintenance/Repair - Welding											
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls					
			P	S	RR				P	S	RR			
WELDING (oxy-acet and Mig)														
- burn (inc. from sparks e.g. down overalls front)	Mechanics	<ul style="list-style-type: none"> • PPE – gauntlets/visor • Experienced/trained welders • Regular equipment check (informal) 	3	3	9	Acceptable risk with controls in place								
- explosion	Mechanics	<ul style="list-style-type: none"> • Flashback arrestors on both oxy-acet bottles and at torch • Welding of fuel tanks prohibited 	3	3	9	Acceptable risk with controls in place								
- cylinder toppling leading to injury	Mechanics	<ul style="list-style-type: none"> • Oxy-acet and Mig cylinders trolley mounted and each is separately secured 	-	-	-	No significant risk with controls in place								
<i>Continued</i>														

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department:

Workshop

Date:

10 October 2023

Review Date:

October 2024

Completed by:

Simon Rogers assisted by Trevor Summers

Sheet number:	38	Area of Activity	Vehicle Maintenance/Repair – Welding 2											
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls					
			P	S	RR				P	S	RR			
WELDING (oxy-acet and Mig) continued														
- electric shock (Mig)	Mechanics	<ul style="list-style-type: none"> • Not taken outside • Firm earthing procedures • Earthing clip in good condition • Good Practice Guide 	3	4	12	Acceptable risk with controls in place								
- fumes (inhalation)	Mechanics	<ul style="list-style-type: none"> • Modest welding activity (rare occurrence for any bench work) • All welding is mobile • RPE available 	1	3	3									

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 = Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 = Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 = High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 = Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department: Workshop Date: 10 October 2023

Review Date: October 2024 Completed by: Simon Rogers assisted by Trevor Summers

Sheet number:	39	Area of Activity	Vehicle Maintenance/Repair – Tyre Fitting & Inflation											
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls					
			P	S	RR				P	S	RR			
TYRE FITTING & INFLATION														
- explosion	Mechanics Contractors	• Good length on air line to keep operative well clear • Dead man trigger • Safe System of Work	3	3	9	Acceptable risk with controls in place								

<p>Probability Rating (P) with Guide</p> <p>1 = Improbable (hardly if ever) 2 = Remote (< annually) 3 = Possible (annually) 4 = Probable (monthly) 5 = Likely (weekly)</p>	<p>Severity Rating (S) with Guide</p> <p>1 = First Aid Injury 2 = Minor injury (say 3 days off work) 3 = Major injury 4 = Permanent incapacity or death</p>	<p>Risk Rating (RR) = Probability x Severity</p> <p>1 - 6 = Low, Acceptable risk. Any remedial measures helpful rather than essential. 8 - 10 = Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk. 12 - 16 = High risk. Implementation of additional practical remedial measures is urgent and essential. 20 = Unacceptable risk. Termination of activity is recommended pending full review.</p>
--	---	---

RISK ASSESSMENT WORKSHEET

Department: Workshop Date: 10 October 2023

Review Date: October 2024 Completed by: Simon Rogers assisted by Trevor Summers

Sheet number:	40	Area of Activity	Vehicle Maintenance/Repair – Polishing/Grinding								
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls		
			P	S	RR				P	S	RR
POLISHING/											
GRINDING											
- HAVS	<i>Mechanics</i>	<i>Overall:</i>									
		• <i>Dedicated area</i>									
		• <i>Work carried out when others not present</i>									
		• <i>Intermittent tasks say no more than 30 minutes a week</i>									
- Noise	<i>Mechanics</i>	<i>As above, also</i>	-	-	-	<i>No significant risk with controls in place</i>					
	<i>Others in vicinity</i>	• <i>PPE (ear defenders)</i>									
- Dust	<i>Mechanics</i>	<i>As above, also</i>	-	-	-	<i>No significant risk with controls in place</i>					
	<i>Others in vicinity</i>	• <i>PPE (dust masks)</i>									

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 = Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 = Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 = High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 = Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department:

Workshop

Date:

10 October 2023

Review Date:

October 2024

Completed by:

Simon Rogers assisted by Trevor Summers

Sheet number:	41	Area of Activity	Vehicle Maintenance/Repair – Service & Repair of Compressed Air Systems and Radiator Caps removal											
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls					
			P	S	RR				P	S	RR			
SERVICE & REPAIR of COMPRESSED AIR SYSTEMS														
- contact with escaping air	Mechanics	<ul style="list-style-type: none"> General awareness Experienced employees Air drained before work commences Good Practice Guide 	3	3	9	Acceptable risk with controls in place								
- impact with unit leading to injury	Mechanics	As above, plus <ul style="list-style-type: none"> PPE (eye protection, gloves) 	-	-	-	No significant risk with controls in place								
RADIATOR CAPS REMOVAL leading to scalding injury	Mechanics Drivers	<ul style="list-style-type: none"> General awareness Instruction Experienced employees 	-	-	-	No significant risk with controls in place								

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department:

Workshop

Date:

10 October 2023

Review Date:

October 2024

Completed by:

Simon Rogers assisted by Trevor Summers

Sheet number:	41	Area of Activity	Vehicle Maintenance/Repair – Vehicle Maintenance								
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls		
			P	S	RR				P	S	RR
VEHICLE											
MAINTENANCE											
- accident from faulty vehicle on or off site resulting in personal injury	Mechanics Other employees Other persons	• All work conducted to VOSA guidelines and manufacturer's recommendations against a written service sheet • MOT's undertaken at appropriate intervals • 6 – weekly maintenance and service • MOT/Service chart • Individual written records for each vehicle	-	-	-	No significant risk with controls in place					
WORKING AT HEIGHT resulting in fall or slip off roof of a vehicle and consequent injury	Mechanics	• Activity avoided whenever possible • Proprietary access equipment	2	3	6	Acceptable risk with controls in place					

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department: Workshop Date: 10 October 2023

Review Date: October 2024 Completed by: Simon Rogers assisted by Trevor Summers

Sheet number:	42	Area of Activity	Vehicle Maintenance/Repair – Working Alone								
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls		
			P	S	RR				P	S	RR
WORKING ALONE											
- enhanced injury risk potential exists	Mechanics	<ul style="list-style-type: none"> • Work is appropriate i.e. not dangerous or arduous • Good health established • Frequent and regular contact by member of management 	-	-	-	Acceptable risk with controls in place					
PAINT SPRAYING	Mechanics	See Separate sheets									
ILL HEALTH generally as a possible result of contact with oils etc., fumes and Hazardous Substances	Mechanics	<ul style="list-style-type: none"> • Many Euro engines • Low Sulphur Diesel 	3	3	9	Acceptable risk with controls in place					

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department:

Workshop

Date:

10 October 2023

Review Date:

October 2024

Completed by:

Simon Rogers assisted by Trevor Summers

Sheet number:	44	Area of Activity	Hazardous Substances (COSHH) – Paint Spraying 2 COSHH = Control of Substances Hazardous to Health Regulations 2002											
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls					
			P	S	RR				P	S	RR			
VARIOUS HAZARDOUS SUBSTANCES (COSHH) PAINT SPRAYING														
<i>continued</i>														
- Fire leading to injury	<i>All in garage</i>	<i>As above, also</i>	2	3	6	<i>Acceptable risk with controls in place</i>								
	<i>All on premises</i>	<ul style="list-style-type: none"> • <i>Smoking prohibited</i> • <i>Flammables:</i> <ul style="list-style-type: none"> - <i>restricted</i> - <i>held in proprietary cabinets</i> - <i>held outside</i> • <i>Tops replaced on containers</i> • <i>Heat sources protected/removed</i> • <i>'Safe' heaters by:</i> <ul style="list-style-type: none"> - <i>location</i> - <i>control</i> • <i>No heating/drying</i> 												
<i>(see also Main Fire Assessment)</i>														
<i>Continued</i>														

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 = Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 = Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 = High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 = Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department: Workshop Date: 10 October 2023

Review Date: October 2024 Completed by: Simon Rogers assisted by Trevor Summers

Sheet number:	45	Area of Activity	Hazardous Substances (COSHH) – Paint Spraying 3 COSHH = Control of Substances Hazardous to Health Regulations 2002											
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls					
			P	S	RR				P	S	RR			
VARIOUS HAZARDOUS SUBSTANCES (COSHH) PAINT SPRAYING														
<i>continued</i>														
- contact leading to illness	<i>Painter</i>	<i>As above, also</i>	2	3	6	<i>Acceptable risk with controls in place</i>								
		• PPE												
		• Instruction												
		• Emergency procedures												
		• Copious running water												
		• 1 st Aid kit available												
		<i>Usually sent out for painting</i>												

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department:

Workshop

Date:

10 October 2023

Review Date:

October 2024

Completed by:

Simon Rogers assisted by Trevor Summers

Sheet number:	46	Area of Activity	Hazardous Substances (COSHH) – Other Various Hazardous Substances COSHH = Control of Substances Hazardous to Health Regulations 2002								
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls		
			P	S	RR				P	S	RR
OTHER VARIOUS											
HAZARDOUS											
SUBSTANCES											
- contact with oils, greases etc. leading to illness	Mechanics	<ul style="list-style-type: none"> • Familiar substances • General awareness • PPE • Aware of self-inspection routines • Adequate washing facilities • COSHH Register available 	3	3	9	Acceptable risk with controls in place					
(see also other sheets)											
- ingestion leading to illness	Mechanics	As above, also	-	-	-	No significant risk with controls in place					
	Painter	<ul style="list-style-type: none"> • Separate eating facilities 									
	Other garage employees	<ul style="list-style-type: none"> • Adequate arrangements in workplace • Generally aware (observed by observation and interview) 									

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department:

Workshop

Date:

10 October 2023

Review Date:

October 2024

Completed by:

Simon Rogers assisted by Trevor Summers

Sheet number:	49	Area of Activity	Hazardous Substances (COSHH) – Waste COSHH = Control of Substances Hazardous to Health Regulations 2002								
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls		
			P	S	RR				P	S	RR
VARIOUS HAZARDOUS SUBSTANCES											
(COSHH) continued											
WASTE											
- contact and ingestion as overleaf	<i>Mechanics</i> Other garage employees	<ul style="list-style-type: none"> • Common sense • Good waste arrangements See below 	-	-	-	<i>No significant risk with controls in place</i>					
Waste materials include:	<i>Mechanics</i> Painters	<ul style="list-style-type: none"> • There are careful/specific procedures for each type of waste • Good general awareness observed • Generally dedicated storage areas/methods • Removed by authorised contractors (Waste Transfer Notes obtained and filed where appropriate) 									
- batteries/acid											
- oil/oil filters											
- solvent/parts cleaner											
- other solvents											
- paint											
- antifreeze											
- solid waste											

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 = Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 = Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 = High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 = Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department: Workshop Date: 10 October 2023

Review Date: October 2024 Completed by: Simon Rogers assisted by Trevor Summers

Sheet number:	50	Area of Activity	Roadside Breakdown											
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls					
			P	S	RR				P	S	RR			
<i>Attendance at a</i>														
ROADSIDE BREAKDOWN		• <i>Emergency/support vehicle carries the following equipment:</i>	3	4	12	<i>Acceptable risk with controls in place</i>								
<i>could place fitters in a position where they faced:</i>		- <i>High visibility clothing</i>												
- collision by passing traffic	<i>Mechanics</i>	- <i>Hazard cones/warning triangles</i>												
		- <i>Hazard beacon</i>												
		- <i>Hazard flashers</i>												
		- <i>Torches</i>												
		- <i>Mobile phones (with chargers)</i>												
		• <i>Contractors used for most incident therefore an infrequent event</i>												
		• Safe System of Work												
- crushing say be released vehicle <i>(see elsewhere for risks to stranded passengers)</i>	<i>Mechanics</i>	<i>As above, also</i> • <i>Experienced craftsmen</i>	-	-	-	<i>No specific risk as all towing contracted out as are most breakdown</i>								

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department: Workshop Date: 10 October 2023

Review Date: October 2024 Completed by: Simon Rogers assisted by Trevor Summers

Sheet number:	51	Area of Activity	Manual Handling											
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls					
			P	S	RR				P	S	RR			
MANUAL HANDLING TASKS vary and they have all been individually risk														
assessed in the past which has led to a 2-man procedure being strictly														
applied to the following lifting tasks:														
		Brake drums												
		Batteries												
		Tyres/wheels												
For all other heavy lifting tasks various mechanical handling equipment														
is employed as follows:														
		Sack trucks												
		Blocks/pulleys												
		Trolleys												
		Gear box jack												

No tasks normally undertaken were identified on the day which should present any individual fitter with an unforeseen difficulty under this heading – including metal manipulation and hand tools use. Also includes opening and closing of main garage doors which were observed

The risk of musculo-skeletal injury is therefore assessed as: Acceptable Low risk

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department: Workshop Date: 10 October 2023

Review Date: October 2024 Completed by: Simon Rogers assisted by Trevor Summers

Sheet number:	51	Area of Activity	Fire 1								
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls		
			P	S	RR				P	S	RR
Fire - HAZARDS											
Fire leading to injury caused by or contributed to by:											
- Smoking		<ul style="list-style-type: none"> • No smoking allowed • High flash points 	2	3	6	Acceptable risk with controls in place					
- Flammable materials (e.g. liquids such as thinners)	As above	<ul style="list-style-type: none"> • Dedicated metal storage • Modest quantities • Supervision and good control • Tops replaced on containers • Clear of heating sources/ ignition hazards 	2	3	6	Acceptable risk with controls in place					

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department: Workshop Date: 10 October 2023

Review Date: October 2024 Completed by: Simon Rogers assisted by Trevor Summers

Sheet number:	52	Area of Activity	Fire 2								
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls		
			P	S	RR				P	S	RR
Fire HAZARDS cont.											
- Heating appliances	<i>Mechanics</i>	<ul style="list-style-type: none"> • Fixed • Maintained as and when • 'Safe' location • Regular inspection 	-	-	-	<i>Acceptable risk with controls in place</i>					
	<i>All on site</i>										
- Electricity	<i>As above</i>	<ul style="list-style-type: none"> • All work carried out by qualified contractors • Cabling in conduit • Inspected 2019 	3	4	6	<i>Acceptable risk with controls in place</i>					
- fixed installation											
- tools/equipment	<i>As above</i>	<ul style="list-style-type: none"> • Non sparking tools if appropriate • PAT testing 	3	4	12						
- electric sparks											

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 = Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 = Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 = High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 = Unacceptable risk. Termination of activity is recommended pending full review.

RISK ASSESSMENT WORKSHEET

Department: Workshop Date: 10 October 2023

Review Date: October 2024 Completed by: Simon Rogers assisted by Trevor Summers

Sheet number:	53	Area of Activity	-Fire 3											
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls					
			P	S	RR				P	S	RR			
FIRE HAZARDS cont.														
- Oils etc.		<ul style="list-style-type: none"> • Good controls • High flash points • Modest quantities 	2	3	6	Acceptable risk with controls in place								
- Other combustible materials		<ul style="list-style-type: none"> • Good housekeeping • Modest quantities • General awareness • Good controls, rags etc. 	2	3	6	Acceptable risk with controls in place								

<p>Probability Rating (P) with Guide</p> <p>1 = Improbable (hardly if ever) 2 = Remote (< annually) 3 = Possible (annually) 4 = Probable (monthly) 5 = Likely (weekly)</p>	<p>Severity Rating (S) with Guide</p> <p>1 = First Aid Injury 2 = Minor injury (say 3 days off work) 3 = Major injury 4 = Permanent incapacity or death</p>	<p>Risk Rating (RR) = Probability x Severity</p> <p>1 - 6 = Low, Acceptable risk. Any remedial measures helpful rather than essential. 8 - 10 = Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk. 12 - 16 = High risk. Implementation of additional practical remedial measures is urgent and essential. 20 = Unacceptable risk. Termination of activity is recommended pending full review.</p>
--	---	---

RISK ASSESSMENT WORKSHEET

Department: Workshop Date: 10 October 2023

Review Date: October 2024 Completed by: Simon Rogers assisted by Trevor Summers

Sheet number:	54	Area of Activity	Fire 4											
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls					
			P	S	RR				P	S	RR			
Fire - EVACUATION	Mechanics	• Good unobstructed choice of egress	2	3	3	Acceptable risk with controls in place								
	All on site	• Modest numbers of people involved												
		• Adequate Signage												
Fire - FIGHTING		• Ample extinguishers	2	3	6									
		• Extinguishers serviced												
THE OVERALL RISK OF INJURY TO BUILDING OCCUPANTS ARISING FROM A FIRE OR RELATED INCIDENT IS ASSESSED AS MEDIUM-LOW														

Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

Risk Rating (RR) = Probability x Severity

- 1 - 6 = Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 - 10 = Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 - 16 = High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 = Unacceptable risk. Termination of activity is recommended pending full review.