






























Risk assessment name	Covid Secure Risk Assessment - Harrison & Hetherington	Assessment type	 General
Assessor name	Thomas Thompson	Affected site(s)	Harrison & Hetherington
Assessment date	27/10/2021	Review period	Monthly
Approved by	David Carruthers	Review date	27/11/2021
Approved date	27/10/2021	Reference	HHG1310541




Workspace(s)	Description
 Access / Egress  Attic  Cellar  Office  Outside Area  Processing  Storage	<p>This risk assessment sets out the controls that will be in place from the 19th July for the workplace and work activities in order to reduce the risk of the transmission of the Covid-19 virus.</p>





Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
 <p>1. Cleaning To Reduce Transmission Of Covid-19 - Risk of exposure to Covid-19 whilst cleaning work areas.</p>	<p>All staff</p> <p>Cleaners</p> <p>How? Cleaning areas where Covid-19 may be present may lead to exposure to the virus. However- the cleaning of all areas correctly will reduce the risk of transmission overall.</p>	<p> Appropriate Disinfectant Products Used In Line With COSHH Assessment. Appropriate disinfectant to be used in line with the COSHH assessment - this will be communicated to staff.</p> <p>The product will be used in line with instructions for use and dilution rates and appropriate PPE provided and worn where indicated.</p> <p>Disposable cloths will be used where possible to reduce transmission.</p> <p> Cleaning Of Premises Before Work Commences Assessment of cleaning requirements will be carried out prior to premises opening and appropriate cleaning will take place.</p> <p> Increased Cleaning Frequency Of Cleaning Throughout Site Increased cleaning regime in place throughout site. Particular focus on commonly touched areas, equipment, surfaces and common shared areas.</p> <p> Workspaces Will Be Cleared Of Waste Frequently Personal items removed at end of shift and increased waste collection in place.</p>	<p>2 x 5</p>  <p>10</p> <p>Medium</p>
	<p>All staff, Contractors, Members of the public</p>		<p>2 x 5</p>





Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
<p>2. Hygiene Control Poor hand hygiene and respiratory hygiene control may lead to an increase in surface contamination.</p> 	<p>Visitors</p> <p>How? Increased risk of surfaces becoming contaminated with pathogens including Covid-19 leading to spread of infection.</p>	<div style="display: flex; flex-direction: column;"> <div style="display: flex; align-items: flex-start; margin-bottom: 20px;">  <div style="margin-left: 10px;"> <p>Employees Advised To Wash Clothing After Work</p> <p>Unless assessment of other risks deems necessary- employees will change clothing at home not at work in changing rooms and will be advised to launder clothes as soon as possible in the event of any contamination of clothing.</p> </div> </div> <div style="display: flex; align-items: flex-start;"> <div style="flex: 1;">  <p>Increased Hand Washing Facilities Provided</p> <p>Increased hand washing facilities provided throughout the site including at entrances, exits, different parts of the building and common areas.</p> </div> <div style="flex: 1; margin-left: 20px;">  <p>Increased Waste Management</p> <p>Additional waste facilities will be available throughout the site with more frequent collection where appropriate.</p> </div> </div> <p>Where this is not possible sanitiser will be provided.</p> </div>	<div style="text-align: center;">  <p style="font-size: 24px; color: orange; font-weight: bold;">10</p> <p>Medium</p> </div>






Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
		<p> Signs And Posters In Use To Remind To Practise Good Hygiene Relevant posters and signs displayed to remind employees of the need to wash hands for at least 20 seconds on a frequent basis.</p> <p> Use Of Face Coverings The wearing of a face covering is expected to be worn in any public communal area. Face coverings are not classed as PPE however advice will be given to employees on the correct use.</p> <ul style="list-style-type: none"> • Wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser before putting a face-covering on, and after removing it. • When wearing a face covering, avoid touching your face or face covering, as you could contaminate them with germs from your hands. • Change your face covering if it becomes damp or if you've touched it. • Continue to wash your hands regularly. • Change and wash your face covering daily. • If the material is washable, wash in line with manufacturer's instructions. • If it's not washable, dispose of it carefully in your usual waste. 	
	<p>All staff, Contractors, Members of the public</p> <p>Visitors</p>		2 x 5





Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
<p>3. Attendance And Movement Of People In The Workplace</p> <p>-The attendance of people in the workplace where working from home is not possible will increase the number of people in the premises which may increase the risk of Covid-19 transmission.</p>	<p>How?</p> <p>Where more than 1 person attends work not from the same household increases the risk of transmission of the Covid-19 virus.</p>	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p> Covid 19 Vaccinations/Vaccines Advised</p> <p>Immunisation/vaccines available due to the risk of exposure to Covid 19 & boosters as req'd. The company encourages people to have the vaccine against COVID 19 when contacted by the NHS.</p> </div> <div style="width: 45%;"> <p> Face Covering</p> <p>COVID-19 spreads through the air by droplets and aerosols that are exhaled from the nose and mouth of an infected person. H&H expects and recommends that people wear face coverings in crowded areas.</p> </div> </div> <p> Front of house screens</p> <p>Use of protective screens between people to be used where required</p> <p> Information, Instruction and Training Provided To Employees</p> <p>Employees consulted on risks and controls in the work place.</p> <p>Staff communicated with on a regular basis on changes to hazards and controls.</p> <p>Employees receive training through the use of training courses, posters, signs, announcements and toolbox talks.</p>	<p style="text-align: center;"> 10</p> <p style="text-align: center;">Medium</p>




Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
		<p> Signage In Place To Remind Employees Of The Controls Posters and signs to be used to remind employees of the requirement to wash hands frequently and to practice good respiratory hygiene (coughs and sneezes).</p> <p> Staggered Shift Patterns Shifts and working patterns organised to reduce the number of persons on site at any one time and also staggered to reduce the number of people arriving and leaving to prevent cross over. Cohorts or Teams to be fixed where possible to prevent mixing of different people on shifts.</p> <p> Use Of Outside Spaces For Breaks Where Possible Safe outside places will be available for breaks-</p>	





Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
		<p> Ventilation On Site Increased As Much As Possible. Windows and doors opened as much as possible to increase ventilation in all workspace.</p> <p>Use of extraction fans may be used to increase ventilation.</p> <p>Adjustments to be made to ensure adequate ventilation remains in place.</p> <p>External fire doors will not be propped open.</p> <p> Workstations (office areas) Hot-desking will be prevented where at all possible- if this is not possible thorough cleaning will take place before and after use and use of own peripherals such as mouse and keyboards.</p>	
 <p>4. Social Distancing -Activities, where social distancing cannot be followed in full, may lead to increased risk of the transmission of the virus due to being in close</p>	<p>All staff, visitors</p> <p>How Many? Multiple</p> <p>How? Being in close proximity may lead to increased risk of the spread of the Covid-19 virus.</p>		<p>4 x 4</p>  <p>16</p> <p>Medium</p>






Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
<p>proximity. This includes entrances, exits and common areas as well as work activities.</p>		<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;">  <p>1.Increased Cleaning Carried Out Increased cleaning of surfaces where people are operating within the 2m social distancing to be carried out. Processes to be paused where possible to allow for increased cleaning.</p> </div> <div style="width: 50%;">  <p>2.Increased Handwashing Carried Out Provisions will be made in order for people to be able to wash their hands more frequently- including before and immediately after carrying out tasks where social distancing has not been maintained.</p> </div> <div style="width: 50%;">  <p>4.Physical Barriers or Screens In Use To screen people from each other physical barriers or screens will be used and cleaned frequently.</p> </div> <div style="width: 50%;">  <p>5.Employees To Avoid Face To Face Work Where Possible Where possible employees will work side by side or back to back to avoid working face to face.</p> </div> </div>	






Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
		<p> 6. Teams / Partners / Cohorts Will Be Kept Fixed Where Possible Fixed teams and partners will be placed where at all possible to reduce the level of possible transmission</p> <p> 8. Use of personal protective equipment (PPE) Additional PPE beyond what is normally worn to control workplace risk, for management of covid infection has limited benefits and precautionary use of additional PPE for this purpose is not encouraged.</p> <p>However where the risk assessment identifies high risk of transmission due to difficulties implementing controls then PPE will be considered as a further control measure.</p> <p>Appropriate PPE will be selected and employees trained in its safe and effective use, storage and disposal in line with PPE risk assessment.</p>	
<p></p> <p>5. Individuals Displaying Symptoms - Coronavirus reportedly spread through exposure or contact to cough droplets. People at work developing on-set of</p>	<p>All staff, Contractors, visitors</p> <p>How? An individual could develop symptoms of high/raised temperature or new/continuous</p>	<p> Cases Recorded and Investigated. Records maintained of those who are isolating or who develop symptoms at work.</p> <p>Investigations carried out if the transmission could be work-related in the event it needs to be reported under RIDDOR.</p> <p>Appropriate risk assessments and work activities reviewed to ensure there are effective controls or if any changes are required.</p>	<p>4 x 6</p> <p></p> <p>Medium</p>







Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
symptoms within the workplace.	cough whilst at work.	<p> Employee Not To Return To Work And Should Self-Isolate For those displaying symptoms of a high or raised temperature or new/persistent cough, isolation should be exercised immediately and a PCR test booked ASAP, ensuring Line Management are informed of the result.</p> <p>Should individuals live with those displaying symptoms, they should isolate for the term stated in government guidelines</p> <p> Employee To Go Home Immediately The employee will be sent home directly from work and maintain social distancing to do so.</p> <p>If they require someone from their household to come and pick them up - they will wait in an isolated room away from anyone else until they are collected. This area will require thorough cleaning afterwards in accordance with the guidance.</p> <p>They should then book a PCR test & self-isolate in accordance with guidelines if the test is positive.</p> <p> Good Hand Washing/Hygiene Procedures Observed Staff should be carrying out regular hand washing for at least 20 seconds using soap and water or use of a sanitiser if this is not available.</p> <p>Following cleaning an area after a symptomatic person the hands should be thoroughly cleaned.</p> <p> Waste Disposed Of With Care With Local Guidelines. Any waste from areas where symptomatic people have worked- including the PPE and cleaning items that have been used will be double-bagged and labelled and disposed of 72 hours with normal collection arrangements - or if test results come back negative where applicable.</p> <p>If unable to store the waste then arrangements for clinical waste collection will be made.</p>	

Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
		<p> Will Follow Government Advice On Testing https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested</p> <p> Work Area Cleaned Thoroughly Using Disinfectant Following Guidelines. https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings</p> <p>If dealing with bodily fluids or suspected Covid-19 person then extra precautions will be needed which will include protection for eyes, nose and mouth in addition to the gloves and aprons.</p> <p>For disposal these should be then double-bagged and labelled and stored safely and securely for 72 hours before disposal by normal means of collection.</p> <p>Staff will be trained in the effective use of PPE to ensure it offers the correct level of protection.</p> <p> WOTTOS - Covid 19 Testing (Lateral Flow) We Offer Tests To Our Staff. Lateral Flow Home testing kits for employees who are currently not showing any symptoms are available to all staff.</p>	






Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
 <p>Coming To Work And Leaving Work - Sharing of a vehicle to, from work or use of public transport may lead to an inability to maintain social distancing.</p>	<p>All staff, Members of the public</p> <p>How? Exposure to the virus due to inability to maintain social distancing leading to potentially contracting the virus.</p>	<div style="display: flex; justify-content: space-between;"> <div data-bbox="853 292 958 392">  <p>Safer Travel Supported The wearing of a face covering is advised when using public transport. Alternatives such as walking and cycling will be supported with increased facilities.</p> </div> <div data-bbox="1328 292 1433 392">  <p>Shifts Staggered Where at all possible shifts will be staggered to allow employees to travel outside of rush hours as well as avoiding cross overs of shifts.</p> </div> </div>	<p>2 x 5</p>  <p>10</p> <p>Medium</p>









Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
 <p>Common Areas (Including Kitchen and Welfare Facilities) - Due to areas being frequently utilised by all staff, the potential for infection is increased. This includes stairwells, waiting areas, seating areas as well as toilets, changing room and kitchen areas.</p>	<p>All staff, Contractors, visitors</p> <p>How? Common areas may restrict distancing of 2+ metres at any one time. Due to heavy foot fall, surfaces may be touched more frequently and individuals may cross paths more often.</p>	 <p>Break Times Staggered Employees to remain on site where possible during breaks.</p> <p>Break times to be staggered to prevent the gathering of people.</p>  <p>Increased Frequency Of Cleaning Of Toilets / Changing Rooms and Kitchens. Increased cleaning of the welfare facilities will be carried out on site- especially portaloos are if in use.</p> <p>Increased frequency of cleaning of kitchen facilities to be carried out.</p> <p>Employees to clean kitchen items before and after use.</p>  <p>Regular Cleaning Of Common Area And Touch Points. Common areas where people pass through are to be cleaned frequently but specific attention to be paid to areas where people spend more time or common touchpoints.</p> <p>These will be cleaned more intensely/frequently.</p> <p>The appropriate disinfectant will be used in line with the COSHH Assessment and the correct PPE worn which will be disposed of correctly.</p> <p>Disposable cloths will be used where possible to reduce transmission.</p>	<p>2 x 5</p>  <p>10</p> <p>Medium</p>
	<p>All staff</p> <p>How?</p>		<p>2 x 5</p>










Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
<p>Handling Items, Materials And Using On-Site Vehicles</p> <p>- Employees occupying work vehicles at the same time or shared use of common vehicles/plant or equipment.</p> 	<p>Inability to maintain social distancing or coming into contact with contaminated surfaces may lead to contraction of the Covid-19 virus.</p>	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">  <p>All Items To Be Cleaned Regularly</p> <p>Inbetween use by different operators the equipment will be cleaned with an appropriate cleaning product.</p> <p>Focus will be given to commonly touched areas such as handles, dials etc.</p> </div> <div style="width: 45%;">  <p>Good Hand Washing/Hygiene Procedures Observed Before and After Use</p> <p>All employees to wash hands for 20 seconds with soap and water or use sanitiser, before and after handling any equipment or materials or before and after using the vehicles.</p> </div> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">  <p>Mitigation Of Risk For Employees Travelling Together</p> <p>Workplace transport such as pool cars will be regularly cleaned</p> <p>Windows to be kept open during travel to improve ventilation where possible.</p> <p>Face coverings are optional, but are advised when travelling with other persons</p> </div> <div style="width: 45%;"></div> </div>	<div style="text-align: center;">  <p>10</p> <p>Medium</p> </div>




Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
		<p> Rotation Of Jobs And Equipment Reduced Rotation of jobs and equipment reduced where safe to do so where it does not present other risks to avoid the risk of contamination.</p> <p> Vehicles Not Shared Where At All Possible Where the job permits, vehicles will not be occupied by more than one person at any one time.</p> <p>Where possible the same person will use the same vehicle and not swap with other drivers.</p> <p>If vehicles are to be used by different people at different times then they will be cleaned before and after each use.</p> <p>Vehicles taken home by employees will be cleaned before the next person uses it.</p>	
 <p>Managing Customers, Visitors and Contractors Coming To Site. - Tradespeople, couriers, deliveries, contractors and other visitors such as customers attending site for work purposes.</p>	<p>All staff, Contractors</p> <p>Visitors</p> <p>How? Transmission of Covid-19 between visitors to site and employees.</p>	<p> Access To Welfare Facilities Access to welfare facilities provided with increased cleaning carried out</p> <p> Delivery Drivers Hand sanitisation facilities available Drop and go for vendors advised where possible.</p>	<p>3 x 5</p>  <p>15</p> <p>Medium</p>



Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
		<div data-bbox="853 256 958 360"> </div> <p>Documentation Issued Electronically Where Possible To reduce the need to exchange paperwork and other documents, the information will be exchanged electronically instead where at all possible.</p> <div data-bbox="1323 256 1429 360"> </div> <p>Face Covering COVID-19 spreads through the air by droplets and aerosols that are exhaled from the nose and mouth of an infected person. H&H expects and recommends that people wear face coverings in crowded areas</p> <div data-bbox="853 651 958 754"> </div> <p>Good Hand Washing/Hygiene Procedures Observed By Employees Employees to wash hands for 20 seconds with soap and water regularly and have access to sanitiser where this is not possible- before and after any interaction with others.</p> <div data-bbox="853 1074 958 1177"> </div> <p>Increased Cleaning Regime In Place For Touch Points And Interfaces. Increased cleaning of areas where there are interactions with others not from the workplace will be carried out. This includes waiting areas, handles, handrails, counter tops, re-usable delivery crates.</p>	

Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
		<div data-bbox="853 256 958 360">  </div> <p data-bbox="981 252 1227 344">Information Communicated To Visitors</p> <p data-bbox="981 360 1308 612">Prior communication issued to expected visitors to site through phone, email or website. Information signs displayed at visitor arrival areas to make procedures clear.</p> <div data-bbox="853 651 958 754">  </div> <p data-bbox="981 646 1301 707">Remote Communication Encouraged</p> <p data-bbox="981 722 1290 906">Where possible remote communication with visitors, customers and contractors will be used rather than attendance on site.</p> <div data-bbox="853 944 958 1048">  </div> <p data-bbox="981 940 1182 1000">Visitor Records Maintained</p> <p data-bbox="981 1016 1296 1200">Records of those who have attended site to be maintained where possible. NHS and H&H QR code available to scan</p> <div data-bbox="1328 256 1433 360">  </div> <p data-bbox="1456 252 1711 312">Protective Interface Established</p> <p data-bbox="1456 328 1778 485">Use of screens (existing or temporary plexi-glass) to provide a barrier between a visitor to site and employee.</p> <div data-bbox="1328 651 1433 754">  </div> <p data-bbox="1456 646 1738 707">Sanitiser Available At Visitor Interfaces.</p> <p data-bbox="1456 722 1767 842">Sanitiser available at locations where contractors / visitors will present to employees.</p>	

Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
 <p>Meetings People coming together in close proximity to attend meetings.</p>	<p>All staff, Contractors, visitors</p> <p>How? Increased risk of transmission of Covid 19</p>	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;">  <p>Meetings Carried Out Remotely Where Possible</p> <p>Where possible meetings will be carried out remotely to avoid the need for people to come together.</p> </div> <div style="width: 50%;">  <p>Meetings To Be Held In Well Ventilated Locations</p> <p>Meeting to be held outside where possible. If not then meetings will be held in well-ventilated rooms where windows or doors can be open or use of extractor fans to support ventilation.</p> </div> <div style="width: 50%;">  <p>Sanitiser To Be Provided</p> <p>As well as handwashing before and after the meeting, hand sanitiser will be provided for use for meeting participants.</p> </div> <div style="width: 50%;">  <p>Sharing Of Equipment Permitted</p> <p>Sharing of equipment reduced where possible</p> </div> <div style="width: 50%;">  <p>Social Distancing</p> <p>Where at all practicable social distancing of 2m advised where possible</p> </div> <div style="width: 50%;">  <p>Use Of Hand Sanitisers</p> <p>Use of a hand sanitiser to reduce the risk/spread of infection</p> </div> </div>	<p>2 x 5</p>  <p>10</p> <p>Medium</p>

Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
 <p>Shared Workspaces With Other Organisations Sharing of premises with other employers, organisations or contractors.</p>	<p>All staff, Contractors, Members of the public, visitors</p> <p>How? The activities of other people in the premises may lead to variations in the level of controls in place which may increase the risk of transmission of the Covid-19 Virus.</p>	<div style="display: flex; justify-content: space-between;"> <div data-bbox="853 288 954 392">  <p>Communication and Cooperation With Others Occupying Premises There will be effective communication between any other employers, organisations or contractors in shared premises to ensure there is cooperation on the controls in place to reduce transmission.</p> </div> <div data-bbox="1328 288 1429 392">  <p>Face Covering COVID-19 spreads through the air by droplets and aerosols that are exhaled from the nose and mouth of an infected person. H&H expects and recommends that people wear face coverings in crowded areas</p> </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div data-bbox="853 746 954 850">  <p>Increased Cleaning Arrangements In Place A coordinated approach to increased frequency of cleaning of surfaces in common and shared areas such as stairwells, toilets, kitchen facilities.</p> </div> <div data-bbox="1328 746 1429 850">  <p>Increased Hand Washing Supporting of increased handwashing through the provision of facilities such as additional wash stations or provision of sanitiser where this is not available.</p> </div> </div>	<p>3 x 5</p>  <p>15</p> <p>Medium</p>
 <p>Working On Customer / Client Sites - Working on another clients site or customer premises</p>	<p>All staff, Contractors, Members of the public</p> <p>How? Lack of control on other sites over the social distancing measures meaning may be exposed to risk of</p>	<div style="display: flex; justify-content: space-between;"> <div data-bbox="853 1102 954 1206">  <p>Awareness and Training For Employees Employees reminded of how to implement the control measures on other sites and to report any concerns they have.</p> </div> </div>	<p>2 x 5</p>  <p>10</p> <p>Medium</p>

Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
	transmission of Covid-19	<p> Confirm All Concerned Are Symptom Free On the day of work there will be checks to confirm that the customer / clients and employees are not displaying any symptoms.</p> <p>If any are then the work WILL NOT GO AHEAD and appropriate isolation procedures should be followed by those concerned.</p> <p> Dynamic Risk Assessment Conducted Contact will be made with the customer/ client to establish what control measures are in place and what else needs to be in place.</p> <p>If arrive on-site and are not satisfied control measures are effective or people appear symptomatic then the visit the employee will leave the site immediately and report to the manager.</p> <p> Face Covering Protects others from infection by catching bacteria in liquid droplets from wearer's mouth & nose A face covering is expected to be worn whilst working internally on customers premises. A face covering expected to be worn whilst working outside where social distancing cannot be met.</p>	

Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
		<p> Good Hand Washing/Hygiene Procedures Observed Hands will be washed upon arrival and before leaving the premises as well as after using a tissue to capture coughs and sneezes.</p> <p>Sanitiser may be used in addition or in the absence of soap and water.</p> <p> Social Distancing Where at all practicable social distancing of 2m advised where possible</p>	

Further control measures

None required

Operating procedures

In the context of COVID-19 this means working through these steps in order:
In every workplace, increasing the frequency of handwashing and surface cleaning.

Further mitigating actions include:

- Increasing the frequency of hand washing and surface cleaning.
- Keeping the activity time involved as short as possible.
- Using screens or barriers to separate people from each other where required.
- Using back-to-back or side-to-side working (rather than face-to-face) whenever possible.
- Reducing the number of people each person has contact with by using 'fixed teams or partnering' (so each person works with only a few others).
- No one is obliged to work in an unsafe work environment.

Supporting evidence

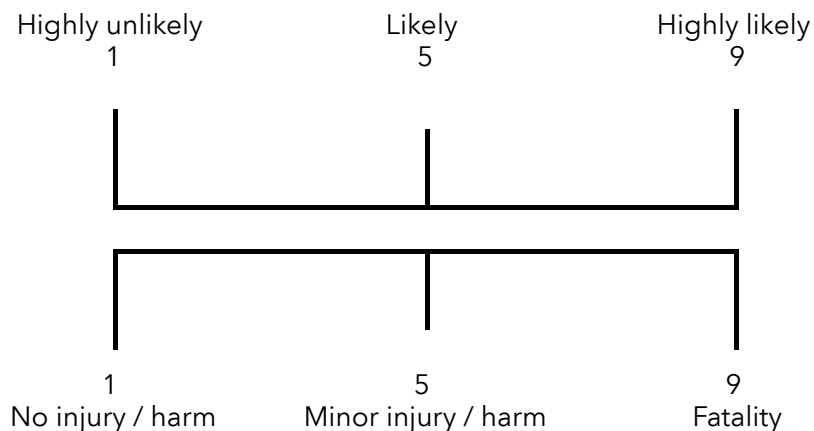


[Employee Guide - Online Reporting for Rapid Lateral Flow Test.docx](#)

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Risk rating explanation

Risk ratings are calculated by considering the likelihood of an event occurring along with the severity of the potential consequence should an accident occur. After considering existing control measures, values are assigned to the likelihood and severity from the scales below and these figures multiplied to established the risk rating.



9	18	27	36	45	54	63	72	81
8	16	24	32	40	48	56	64	72
7	14	21	28	35	42	49	56	63
6	12	18	24	30	36	42	48	54
5	10	15	20	25	30	35	40	45
4	8	12	16	20	24	28	32	36
3	6	9	12	15	18	21	24	27
2	4	6	8	10	12	14	16	18
1	2	3	4	5	6	7	8	9

What do your risk ratings mean?

- Risk is categorised as LOW: Look to reduce risk if practicable
- Risk has been categorised as MEDIUM: Begin to plan your action to reduce the risk immediately
- Risk has been categorised as HIGH: Immediate action required to reduce the risk

Assessor's signature: Thomas Thompson

Approved by signature: David Carruthers

Employee(s)/Worker(s) acknowledgement

The signs below acknowledge receipt of this risk assessment and confirm that they have read and understood the requirements of the risk assessment.

Employee name	Signature(s)	Date

Employee name	Signature(s)	Date