

Risk Assessment: 00076

Risk Assessment of: Assembly of Flat pack Offices and stores including Linkways

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Date Written: 22nd February 2014

Persons Affected: All Staff & Bystanders

Site: Generic

Review Undertaken Because:	Risk Rating Legend (1 low – 5 high)
New control measures implemented <input type="checkbox"/>	L = Likelihood C = Consequence L x C = RR Risk Rating
Following an accident or report of ill health <input type="checkbox"/>	
Technological advances <input type="checkbox"/>	
New guidance or legislation published <input type="checkbox"/>	
Changes in workplace or work activities <input type="checkbox"/>	
Required at least annually <input type="checkbox"/>	

Significant Hazards Identified	Uncontrolled Risk Rating			Existing Control Measures	Risk Rating with Existing Controls			Further Control Measures to be Implemented	Risk Rating with Additional Controls		
	L	C	RR		L	C	RR		L	C	RR
Loading / Unloading of flat pack using HIAB vehicle	4	5	20	Refer to risk assessment 64, Loading and unloading plant, containers, and cabins	2	5	10	Drivers to check thoroughly that pack has been bolted together before loading / unloading commences	2	5	10
P P E	4	5	20	Hi Vis Jacket, Hard Hat, Steel Toe Cap Shoes, Protective Gloves	2	5	10	Colleagues to ensure all operatives wearing correct PPE			
Head Injuries	4	5	20	PPE – Hard Hat	2	5	10		2	5	10
Slips, trips and falls	4	5	20	Suitable foot wear with steel toe caps and grip Check and clear the work area before unpacking the parts	2	5	10	If required prevent access to erection area during assembly, area to be cordoned off.	2	5	10
Manual Handling	2	3	6	Deliver flat pack as close as possible to final erection area Breakdown parts into the smallest parts before lifting and moving	2	3	6	Manual handling training	2	3	6

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Significant Hazards Identified	Uncontrolled Risk Rating			Existing Control Measures	Risk Rating with Existing Controls			Further Control Measures to be Implemented	Risk Rating with Additional Controls		
	L	C	RR		L	C	RR		L	C	RR
Fall from height	2	5	10	Use of suitable ladder to access roof	1	5	5	Pop up ladders to be used to minimise working from height	1	5	5
Electric Shock Fire	2	5	10	Periodic PAT Testing of power tools and electrical components	1	5	5	Continual visual inspection of equipment whilst in use			
Environmental Factors	3	5	15	All Packaging removed from site and disposed	1	5	5	Waste disposal note to confirm correct disposal of any waste	1	5	5
Training Requirements	3	5	15	All staff to follow Instruction Manual for assembly of Offices and link ways At least one member of team to have CSCS operative Card							
Failure to erect building correctly	4	5	20	Use relevant Instruction manual for Expandakabin.	1	5	5	Continual monitoring of build process by staff erecting the offices	1	5	5