

# Generic Flooring RA 014

|             |   |    |    |    |    |
|-------------|---|----|----|----|----|
| Consequence | 5 | 10 | 15 | 20 | 25 |
|             | 4 | 8  | 12 | 16 | 20 |
|             | 3 | 6  | 9  | 12 | 15 |
|             | 2 | 4  | 6  | 8  | 10 |
|             | 1 | 2  | 3  | 4  | 5  |
| Likelihood  |   |    |    |    |    |

- Unacceptable – Stop activity
- Adequate – Monitor for continual compliance
- Acceptable – No further action / monitor

|                  |                      |
|------------------|----------------------|
| Risk Assessment: | 014 Generic Flooring |
| Assessors Name:  | Gabriela Balint      |
| Signature:       | <i>Balint</i>        |
| Date:            | January 2022         |
| Review:          | January 2023         |

## Location:

|             |                   |              |                   |            |                  |
|-------------|-------------------|--------------|-------------------|------------|------------------|
| Likelihood  | 1 = Very unlikely | 2 = Unlikely | 3 = Fairly likely | 4 = Likely | 5 = Very likely  |
| Consequence | 1 = Insignificant | 2 = Minor    | 3 = Moderate      | 4 = Major  | 5 = Catastrophic |

| Hazard          | Who can be harmed & how   | Risk Rating |   |    | Control measures in place  | Residual Risk |   |   |
|-----------------|---|-------------|---|----|--|---------------|---|---|
|                 |   | L           | C | R  |  | L             | C | R |
| Manual handling | Operatives undertaking manual handling tasks at risk of musculoskeletal injuries. | 3           | 4 | 12 | All persons are trained in manual handling and follow training and instruction given including use of Task, individual, load and environment (TILE) methodology. Personnel are instructed to use mechanical assistance wherever practically possible.<br>Loads are broken down as far as is reasonably practicable and team lifting employed where necessary.<br>Where larger or uncommon loads are involved, a specific manual handling assessment will be required.<br>Correct storage of items taken into consideration | 2             | 4 | 8 |
| Access / egress | Operatives and others who may be affected by the works. Serious injury potential. | 3           | 4 | 12 | Pre-start checks to be undertaken on access/ egress routes for general use and emergency situations. Personnel to ensure that there is sufficient unobstructed access maintained at all times both internally and externally.<br>Designated set down areas for materials and work equipment away from access routes.<br>Ensure that waste is not allowed to accumulate.  | 1             | 4 | 4 |

|                          |  |   |   |    |  |   |   |    |
|--------------------------|--|---|---|----|--|---|---|----|
| Work at height           | Persons undertaking the task. Serious injury potential / fatality through falling from height            | 3 | 5 | 15 | In line with training delivered, operatives are instructed in the following. All work at height is to be planned and only undertaken by competent persons or if being trained, supervised by a competent person.<br>Personnel aware of fragile surfaces, open voids and edges ensuring adequate protection is in place. Work at height is not undertaken where weather conditions prohibit safe working.   | 2 | 5 | 10 |
| Slips, trips and falls   | Persons undertaking the task. Serious injury potential increasing due to MH activity.                    | 4 | 4 | 16 | Routes and areas are checked for obstructions and availability of space or other hazards i.e. wet floor, spillages, saw dust, uneven or slippery surfaces and cables etc. prior to use.<br>Personnel aware of additional hazards that may lead to STF on the same level i.e. inadequate lighting, weather conditions, changes in surface etc.<br>Good housekeeping standards are maintained and inspected at all times.                          | 2 | 4 | 8  |
| Work in restricted areas | Persons undertaking task, minor musculoskeletal injury potential   | 3 | 3 | 9  | Personnel to ensure they can take up a comfortable working position which is free from additional hazards. Set up tooling within easy reach. Task rotation where practicable / regular breaks.<br>Use of knee pads when laying / removing flooring   | 2 | 3 | 6  |
| Loose floor coverings    | Persons accessing and working in work areas<br>Moderate injury potential through slips, trips and falls. | 3 | 3 | 9  | Check floor coverings are adequate, if placing protective coverings, tape down where possible to prevent lifting. When working in raised floor areas, check for evenness as uneven surface may be a sign of damaged pedestals / stringers.<br>Raised nails / screws in wooden flooring to be secured or removed to reduce incidents of tripping. Personnel check for services running under flooring including electric, gas and water services. | 1 | 3 | 3  |

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| Hot works (i.e. use of hot air gun for vinyl) | Any person working in the area and others who may be affected by consequences of fire / fumes. Serious injury, possible fatalities. | 2 | 5 | 10 | All hot works strictly controlled through use of the hot works permit and control measures outlined within including fire watch and suitable extinguishing agent in close proximity to the works.<br>Use of adhesives only as directed.   | 1 | 5 | 5 |
| Use of substances hazardous to health         | All personnel who use or may be affected by the use of hazardous substances, serious injury potential                               | 3 | 4 | 12 | Products only to be used as directed following control measures outlined in COSHH assessments and MSDS as necessary. Personnel to be aware of others who may be affected by the use of the substance. Ensure adequate ventilation is in place at all times, use of forced ventilation as necessary. Personnel report any adverse effects through the use of substances i.e. adhesives. Use of suitable PPE where there is a risk of splashing / skin contact / emission of fumes etc. | 2 | 4 | 8 |
| Use of machinery                              | Persons using machinery, serious injury potential through drawing in / crushing etc.  | 3 | 4 | 12 | Only competent persons allowed to operate machinery or if being trained, supervised by a competent person.<br>All machinery to be set up in line with manufacturers instructions ensuring that space is available to allow safe working.<br>Personnel to tie back long hair and not introduce loose clothing into the working area.   | 2 | 4 | 8 |
| Use of hand tools                             | Persons using hand tools to undertake works, potential for cuts / lacerations etc.  | 3 | 3 | 9  | Only competent persons allowed to use hand tools or if being trained, supervised by a competent person.<br>Personnel to keep hands behind the tooling (cutting edge / blade) and wear gloves suitable to the task.<br>If drilling, use of safety eyewear.<br>Defective tooling to be removed and replaced as necessary. Keep all cutting heads sharp and protected when not in use.   | 2 | 3 | 6 |

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| <p>Discovery of or damage to material that may contain asbestos.</p> | <p>Operatives / engineers and others who may be affected.<br/>Potential for serious long-term health problems</p> | 3 | 4 | 12 | <p>All personnel are trained in asbestos awareness as a minimum and follow advice given during the training.</p> <p>Prior to personnel undertaking any work where asbestos may be present, the asbestos register shall be consulted. Where this is not available, a copy is to be requested from the client. Likely locations include pipework, flues, decorative textured coatings etc.</p> <p>Personnel are not permitted to undertake any works involving asbestos containing material unless trained in the correct procedures.</p> <p>Should any person come across any suspected asbestos containing material (ACM) they must stop work immediately and inform their line manager who should arrange for the client to be informed of the situation and await further advice.</p> <p>Should any person accidentally disturb any ACM, they must stop work immediately and inform their line manager of the situation. They will then complete the decontamination procedure as outlined in training and await further advice.</p> <p>Should an incident occur in an occupied premise, they shall close off the area without alarming the occupier. All clothing is to be removed and bagged as hazardous waste. Where possible the operative is to shower to remove any fibres, where this is not possible, they will wipe themselves down with a damp rag which is to be placed in the same bag as the contaminated clothing as per training given &amp; in line with EM7 / EM8 asbestos essentials.</p> <p>Any operative involved in an incident is to complete an accident / incident report form, following this they will be given further advice about informing their GP of the suspected contact with an ACM.</p> <p>The company shall arrange through their client for an air test to be undertaken together with an analysis of the suspected ACM.</p> <p>All incident involving suspected contact or release of fibres shall be thoroughly investigated by the company with a file of the incident placed in the accident / incident folder which is maintained at head office.</p> | 2 | 4 | 8 |
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