



risk assessment

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What is a risk assessment?

A risk assessment is something we all do many times a day. For example, every time we cross a road we make a judgement as to whether or not it is safe to do so. We ask ourselves what the chances are (or what the risk is) of being knocked down by a car. We also judge what the consequences would be if we were knocked down – in most cases pretty serious. If the road is busy the likelihood of being knocked down is greater. We therefore try to reduce the risks to ourselves in any way we can. This may be by waiting until the road is less busy, by finding a pelican or zebra crossing to use, or simply by choosing not to cross at all.

Exactly the same principals apply to conducting a risk assessment. A risk assessment is basically a method by which we carry out a careful examination of anything that could potentially cause harm or injury (to people or property) in the workplace. Anything found during this examination that could cause injury or harm we term a 'hazard'.

Is it compulsory?

Yes! It is a regulatory requirement. Risk assessments have to be carried out in order for us to show that we have considered possible risk for the workplace and taken the appropriate steps in order to keep everyone as safe as possible.

Why?

Because in the event of an incident and a claim being made against us, CuCo would need to show what we had done to manage the risk to a satisfactory level. By doing so, we provide ourselves with a defence if necessary. Anyone making a claim for damages, as a result of injury or loss, has to prove negligence. A complete risk assessment will make this much less likely and will demonstrate to enforcement authorities that we are complying with regulations.

Risks of non-compliance

Failure to undertake a risk assessment is a breach of health and safety regulations. It would lay us open to a fine under the Health and Safety at Work, etc. Act 1974 and would definitely go against us in court, resulting in the likelihood of us having to pay damages to any injured party.

In a nutshell, this is extremely serious. If we do not undertake a risk assessment and if we are found guilty, we are committing a criminal act. Therefore a risk assessment is an important part of the workplace. It is not only a standard piece of legislation; it is an individual report and an ongoing assessment in every workplace.

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Risk Assessment

Name _____ Date _____ Next Assessment _____

Item:	Hazard:	Precaution
Electrical Equipment	Conditions of leads etc. sockets, leads and all electrical. faulty items as soon as possible	Regular inspection of plugs, appliances and replacement of by competent person
	Repair of Equipment	Carried out by competent person only Equipment must be isolated from electrical supply
Fire Precautions	Smoking Fire Doors Extinguishers	Prohibited on premises Keep closed Correct type for possible type of fire Regularly inspected and maintained Properly mounted 1 m. from floor level
Wastepaper Baskets	Contents	Restrict to non recyclable materials only Food stuff to be disposed of in kitchen bin
Computer monitors	Eye Strain Radiation emissions	Rest Pauses Very low-level and no risk to health or pregnancy Well maintained Suitable for the work
Manual Handling of Production Equipment	Back injury	Follow lifting guidelines
Scalpels	Injury	Use only at cutting/mounting table Store in tin box
Floor	Water leaks/Spillages	Mop up as soon as found
	Mats	To be kept pinned down with furniture to stop from becoming a tripping hazard

I confirm that all precautions have been, or are in the process of being put in place and that risk assessment will be undertaken on a regular basis.

Signed

Position