



RISK ASSESSMENT FORM

Site Address :

ACTIVITY/TASK	PERSONS VISITING SITE	Ref No: 006
RESPONSIBLE PERSON:		Date 28/04/11
RISK RATING: MEDIUM		
PERSONS AT RISK Persons Visiting Site		
SIGNIFICANT HAZARDS:		
<ul style="list-style-type: none"> • Slip/trip in yard or building • Contact with substances • Contact by moving vehicles • Contact with machinery • Fire/explosion 		
EXISTING CONTROL MEASURES IN PLACE:		
<ul style="list-style-type: none"> • All visitors to "sign in" in visitors book • Short-term visitors escorted around premises • Long-term visitors given Health & Safety induction training • All areas well lit • Good standards of housekeeping prevail • Signs displayed • Personal Protective Equipment provided and worn • Cables routed safely or walkovers used • Adequate car parking provided 		
FURTHER CONTROL MEASURES:		
<ol style="list-style-type: none"> 1. Display additional signs "All Visitors Report to Reception". 2. All visitors by appointment only – inform suppliers. 3. Advise employees to direct visitors to reception. 4. Management to carry out weekly inspections and report any anomalies. 5. Check all visitors "sign out". 6. Advise visitors of prohibited areas. 7. Provide high visibility jacket to persons working or visiting the yard. 8. Mark out designated walkways, erect crash barriers and convex mirrors on blind spots. 		
PPE REQUIRED:		
<input checked="" type="checkbox"/> Overalls <input checked="" type="checkbox"/> Safety/Suitable Footwear <input type="checkbox"/> Gloves <input type="checkbox"/> Eye Protection <input type="checkbox"/> Face Shield <input type="checkbox"/> Dust Mask <input type="checkbox"/> Respirator <input type="checkbox"/> Apron <input type="checkbox"/> Hearing Protection <input type="checkbox"/> Ear Protection <input type="checkbox"/> Hard Hat <input type="checkbox"/> Coat <input type="checkbox"/> Knee Pads <input checked="" type="checkbox"/> Hi Viz Jacket/Vest <input checked="" type="checkbox"/> Hair Net <input type="checkbox"/> Safety Harness		
RESIDUAL RISK:	LOW	COMPLETION DATE: 28/04/11
		NEXT REVISION DATE: 28/04/12

Assessors Name: Lindsay Vallis

Signature: 

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