

Risk Assessment Form

Task / Activity	General Activities	Risk Assessment Form for Hazard Identification & Consideration of Risk in Workplace areas and to assess work equipment.		Assessment no.	No 2		
				Completed by	Paul Smale		
Equipment / Location	Storage, Yard and Workshop			Other person(s) involved in assessment	Danny		
Person(s) at Risk	Operators / Other in the vicinity			Legislation	HASAW Act, MHSAW, LOLER, PPE, PUWER, COSHH, MH		
Date of Assessment	February 2014 – Reviewed February 2015 / March 2016 / March 2017 – April 2018 and April 2019						
Hazard Description		Control Measures in Place		Likelihood	Severity	Risk Rating	New Control Measures Identified
Access to site		Signage on the main gains advice members of the public of the site hazards, a pedestrian walkway is marked out between the main gate and the office, signs are in place restricting access to parts of the site by members of the public. A dog is kept on site, when the site is open to the public the dog is contained in a double fenced secure compound. The site has a secure boundary on all sides		1	2	2	
Access to stored vehicle parts (covered area) not including engine and gearboxes		All parts are placed on racks, all components are low weight and capable of being handled by one person, no members of the public have access to these areas		1	2	2	

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Access to body panels, windscreens and suspension parts (External)	Parts are secure in racks or hung from hooks, walkways are maintained between racks, gloves are used for handling, signs are in place preventing access to unauthorised persons	1	2	2	2	Keep pathways between racks clear of spares and vegetation
Access to scrap vehicles, risk of vehicle falling	Vehicle are stacked no more than two high, there is no access to this area by members of the public, walkways are maintained between vehicle stacks, pallets and tyres are utilised to provide stability, stability of vehicles are checked daily.	1	2	2	2	
Access to retail vehicles	Walkways are maintained between retail vehicles	1	1	1	1	
Access to stored tyres	There is a designated tyre storage area, tyres are stored so that they are stable, gloves are used when handling tyres	1	2	2	2	
Handling of engines and gear boxes	Mechanical handling devices are available, operatives have been trained in the handling devices safe use and the device is serviced and subject to a thorough examination, thick rigger type gloves are available and used	1	2	2	2	
Use of Ladders	Industrial ladders class 1 are used to gain access to stored items these are subject to periodic inspection. Ladders are used for short duration – the main point of contact rule is applied.	1	2	2	2	
Workshop tasks and equipment						
Fuel Recovery	See separate risk assessment					
Hot works, grinding and welding	A fire watch is kept and welding and cutting activities are carried away from any combustible and flammable substances. No hot work or welding is	1	3	3	3	

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	carried out on wheels with the tyres still on the rim. No hot work is ever carried out on fuel tanks.				
Use of portable electrical appliances	Portable electrical appliances are subject to pre-user checks before use and periodic inspection and test not exceeding 12 months	1	2	2	
Use of hand tools	All hand tools are suitable for the task and the environment, pre user checks are carried out	1	2	2	
Use of compressed air	The air receiver is serviced and subject to a thorough examination, air is not used for breathing but to power tools, all fittings are visually checked before use, cleaning guns (if used) are fitted with a safety nozzle, employees are aware of the dangers of compressed air and blowing down of the skin and cloths is prohibited. Inflation of car tyres must never exceed 40 PSI, care is taken when tyres are inflated, tyres are deflated from the vale and not from breaking the bead seal.	1	2	2	
Tyre Inflation / Deflation.					
Battery Charging	Battery Charging is carried out in a well-ventilated area, batteries are not left on charge overnight. The battery charger must be switched off before connection.	1	2	2	
Fumes from engine running	Engines are not run for long periods of time, workshop is adequately ventilated	1	1	1	
Asbestos Brake / clutch Linings	If there is any doubt the linings are dampened down an FFP3 face mask is worn and the linings kept in a separate container clearing marked Asbestos Containing Materials.	1	2	2	

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Use of vehicle ramps	Ramps are serviced and subject to a thorough examination. Ramps are fitted with stop blocks and E stop controls, SWL's are clearly marked.	1	3	3	
Use of jacks	Jacks are only used in conjunction with axle stands, the jacks and stands are subject to pre-user inspections and thorough examinations, vehicles are only jacked on firm level ground, vehicle chocks are also used. Employees are prohibited from working under vehicles that are not on axle stands with wheels chocked.				
Use of wheel balancing machine	Guards are always used, unauthorized persons are kept out of the area during operation	1	3	3	
Working over vehicle pits	The pits are either covered with vehicles and manually covered when there is no vehicle over the pit, chains and barriers keep unauthorized persons from the area. Pits are well ventilated, lighting used in the pit is suitable for the environment	1	3	3	
Working on the external grated mezzanine	The area is subject to periodic visual inspection and a chain is used to highlight the un-protected edge, no unauthorized persons are allowed on this mezzanine	1	3	3	
Contact with mineral oils causing dermatitis	Barrier Creams, after care creams and nitrile gloves are available and used	1	2	2	
Airbags / Seat Belt Tensioners	Air bags are removed from ELV following disconnection of the battery, they are not removed until 30 minutes after the battery disconnection, once	1	3	3	

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	removed they are stored in a designated enclosed steel box. There may be occasions when a air bag has to be detonated in situ, this causes noise, which is minimized by placing absorbent material over the detonator and ensuring all unauthorized persons are clear of the area – reference is made to HSE guidance				
Use of Gas Bottles	Acetylene bottles are segregated from other gases, full and empty bottles are also segregated, bottles are chained to prevent falling, bottles are isolated when not in use, lines are purged after use, acetylene bottles are fitted with flash back arresters. A gas bottle trolley is available to assist the manual handling of gas bottles.	1	3	3	
Operation of Excavator with Grab	The excavator is serviced and has a current thorough examination certificate, the grab is operated by a trained certificated operator, all unauthorized persons are kept from the area when the grab is in use. Operator maintains good communication with visibility. Ground conditions are firm. There are no overhead obstructions. The cab is protected from falling materials. Lifts are always the same with no variation.	1	3	3	
Operation of Crusher	The crusher is operated by a trained operative, the crusher has E stops when	1	3	3	

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		in use all unauthorized persons are kept outside of the danger zone				
Stacking of Crushed Vehicles		Crushed cars are stacked securely so that they are stable, no more than two high.	1	3	3	
Reversing vehicles on site		A banksman is utilized when vehicles need to reverse on site.	1	3	3	
Working on Air Conditioning Units – risk of F Gas release		A bespoke degassing unit is in place, employees have been trained in its safe operation	1	3	3	

		Likelihood		Severity	
Low	(1)	Harm will seldom occur	Low	(1)	Minor injury (First Aid Case)
Medium	(2)	Reasonably likely to occur	Medium	(2)	Short term injury / disability (MTC, RWC)
High	(3)	Certain or near certain to occur	High	(3)	Death or major injury (LTA)

Risk

Risk Rating:

- 1 - 2 Low residual risk
- 3 - 5 Medium residual risk
- 6 - 9 High residual risk

Signed:

Dated:

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<p>Communication of the Risk Assessment</p>

I hereby sign to say I have read, agree and understand the Risk Assessment relating to:

Date	Name	Signature