

Operation/Activity: Hand Tools (non-powered)
Location:

Persons at Risk (tick appropriate boxes)

Employee	<input checked="" type="checkbox"/>	Pregnant Women	<input type="checkbox"/>
Visitor	<input type="checkbox"/>	Disabled Persons	<input type="checkbox"/>
General Public	<input type="checkbox"/>	Lone Workers	<input type="checkbox"/>
Young Persons	<input type="checkbox"/>	Others	<input type="checkbox"/>

GUIDE TO RATINGS:

RISK SEVERITY	RISK LIKELIHOOD	RISK RATING
1 Negligible	1 Unlikely	1 - 6 Low
2 Minor	2 Possible	7 - 14 Medium
3 Significant	3 Quite Possible	15 - 25 High
4 Major	4 Likely	
5 Catastrophic	5 Very Likely	

Overall Risk Rating = Low

Describe the hazards associated with the activity/operation.

Hazard		Risk Rating (Existing Controls)	Summary of Assessment Overleaf (Additional Control Measures)			
			Likelihood (L)	Severity (S)	Risk (L x S)	Risk Rating
H1	Splinters from wood and metal	Medium	2	2	4	Low
H2	Trips, slips and falls due to slippery and obstructed floors	Medium	2	3	6	Low
H3	Split or loose shafts and handles	Medium	2	2	4	Low
H4	Mushroom or burred heads of cold chisels	Medium	2	2	4	Low
H5	Using tools at height	High	2	3	6	Low
H6	Blunt cutting tools.	Medium	2	2	4	Low
H7	Sparks	Medium	2	3	6	Low

Assessed By:	Date:
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Monitored By:	Date:
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Hazard	Risk Control Measures <i>(Measures currently undertaken to reduce the risk)</i>	Residual Risk		
		Likelihood	Severity	Risk
H1 Splinters	Appropriate PPE is used where necessary (e.g. gloves / goggles)	2	2	4
H2 Trips, slips and falls	Clearing the area around where tools are being used.	2	3	6
H3 Split or loose shafts and handles	All operatives MUST visually inspect all plant and equipment PRIOR to use to ensure that they are fit for their intended purpose. Appropriate tools for the job must be used Regular visual inspection of all hand tools. Defect reporting system in operation	2	2	4
H4 Mushroom or burred heads of cold chisels	Mushroom heads to be removed from chisels by regular grinding. Regular visual inspection of all hand tools. Tools kept sharp	2	2	4
H5 Using tools at height	Storage facilities for tools Appropriate edge protection for user Stepladder checked and in in good condition Use of tool belts	2	3	6
H6 Blunt cutting tools.	(Cuts, bruises and serious lacerations from blade of tool slipping / snagging). To minimise excessive force being used, leading to an injury, cutting edges must be kept sharp. Defective items must be withdrawn from service immediately.	2	2	4
H7 Sparks.	Avoid operations where flammable gases or liquids are stored or being used. Ensure work area is kept clean and tidy.	2	3	6

Personnel Informed of Risk Assessment Content, Received and Understood		
Name	Signature	Date

Issue: 001
Date:
Review:

Risk Assessment


