

Machinery and Task Risk Assessment

1. Assessment Details

Machinery/Task assessed:	Assessment by:	Site:
	Position:	Assessment date:
	Assessment ref:	Review date:

2. Persons Exposed

(X as applicable)

<input type="checkbox"/> Office staff	<input type="checkbox"/> Cleaners	<input type="checkbox"/> Visitors
<input type="checkbox"/> Factory staff	<input type="checkbox"/> Maintenance staff	<input type="checkbox"/> General public
<input type="checkbox"/> Warehouse staff	<input type="checkbox"/> Contractors	<input type="checkbox"/> Other specify: <input style="width: 100px;" type="text"/>

3. Hazards Identified

(X as applicable)

<input type="checkbox"/> Potential to produce projectiles/particles	<input type="checkbox"/> Flammable materials in area	<input type="checkbox"/> Hot working e.g. welding or grinding
<input type="checkbox"/> Potential to release hot/cold substances	<input type="checkbox"/> Use of hazardous substances/agents	<input type="checkbox"/> Live electrical working
<input type="checkbox"/> Potential to release stored energy	<input type="checkbox"/> Use of lifting equipment	<input type="checkbox"/> Work in confined spaces
<input type="checkbox"/> Potential to release pressure	<input type="checkbox"/> Contact with extremes of temperature	<input type="checkbox"/> Use of hand-held vibrating equipment
<input type="checkbox"/> Hot/cold conditions	<input type="checkbox"/> Contact with moving parts	<input type="checkbox"/> Use of compressed air
<input type="checkbox"/> Sharp edges or use of knives	<input type="checkbox"/> Other (specify below)	

Comments:

Site wide or specific risk assessments are established for various risks. Please indicate as appropriate and refer to risk assessment documentation.

- FIRE
- SLIPS AND TRIPS
- HAZ. SUBSTANCES

- NOISE
- WORK AT HEIGHT
- LONE WORKING

- MANUAL HANDLING
- ASBESTOS
- TRANSPORT RISKS

4. Control Measures in Place

(X as applicable)

<input type="checkbox"/> Isolate and lock off procedures in place <input type="checkbox"/> Permit to work procedure in place <input type="checkbox"/> Work instruction in place <input type="checkbox"/> Health and Safety signs displayed <input type="checkbox"/> Staff trained/competent for task/machinery <input type="checkbox"/> PPE issued and worn <input type="checkbox"/> Machinery maintained and inspected	<input type="checkbox"/> Guards fitted, used and checked <input type="checkbox"/> Haz. subs. used as per data sheet <input type="checkbox"/> Work undertaken with supervision <input type="checkbox"/> Inspection before and after work/use <input type="checkbox"/> Access restricted to area/machinery <input type="checkbox"/> Suitable tools/equipment available <input type="checkbox"/> Warning alarms fitted and tested	<input type="checkbox"/> Safety knives used <input type="checkbox"/> Fire extinguisher available for use <input type="checkbox"/> Max. times for use of vibrating equipment <input type="checkbox"/> Pressure released before work begins <input type="checkbox"/> Work to start at safer temperatures <input type="checkbox"/> Emergency stop available and tested <input type="checkbox"/> Other (specify below)
Comments:		

5. Risk Rating

(X as applicable)

Severity	Likelihood	Risk Rating (Severity x Likelihood)	Score
<input type="checkbox"/> 4 = Catastrophic <input type="checkbox"/> 3 = Serious <input type="checkbox"/> 2 = Moderate <input type="checkbox"/> 1 = Minor	<input type="checkbox"/> 4 = Almost certain <input type="checkbox"/> 3 = Likely <input type="checkbox"/> 2 = Possible <input type="checkbox"/> 1 = Very remote	<input type="checkbox"/> 12 to 16 VERY HIGH <input type="checkbox"/> 8 to 11 HIGH <input type="checkbox"/> 4 to 7 MEDIUM <input type="checkbox"/> 1 to 3 LOW	<div style="border: 1px solid black; width: 60px; height: 40px; margin: 0 auto;"></div>

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