

SALESIANS OF DON BOSCO – RISK ASSESSMENT

PROCESS / ACTIVITY

SLIPS, TRIPS AND FALLS – GENERAL

LIKELIHOOD (Chances of occurrence)		SEVERITY (Outcome)	
2	Remote Possibility	2	Negligible Injury
4	Unlikely	4	Minor Injury
6	Possible	6	Major Injury or Disability
8	Very Likely	8	Death
10	Certainty	10	Multiple Deaths

HAZARDS		BEFORE CONTROLS		
		LIKELIHOOD	X SEVERITY	= RISK RATING
1	Poor housekeeping	8	6	48
2	Uneven road and pathways	8	6	48
3	Obstructions left on walkways	6	6	36
4	Ice and snow during winter	10	6	60
5	Spilled liquids on tiled/linoleum surfaces	8	6	48
6	Inadequate lighting	8	6	48
7	Trailing leads and wires	10	6	60

LOW (1 – 30)	MEDIUM (30 – 40)	HIGH (40 – 80)	VERY HIGH (80 – 100)
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WHO MIGHT BE HARMED?

1	Employees
2	Contractors
3	Visitors

CONTROLS

Managers are required to tick Yes or No to confirm that these Controls are <u>actually</u> in place. If they are not, you must identify them in the table below – FURTHER ACTION REQUIRED		IN-SITU	
		YES	NO
1	Maintain good standards of housekeeping in all areas: buildings, footpaths, etc. and make regular inspections of all work areas.	√	
2	Walkways should be kept free from obstruction at all times.	√	
3	Spilled liquids must be cleared away immediately. A suitable warning cone is to be used to highlight wet areas.	√	
4	Walkways and access routes will be gritted in the winter as required to reduce the slipping hazard.	√	
5	Winter games e.g. snowball fights, sledging, etc. will be confined to areas of fresh snow only and away from gritted areas and compacted snow/ice.	√	
6	Damaged light fittings or defective bulbs will be replaced as soon as possible to ensure adequate lighting.	√	
7	Lighting will be cleaned annually. Monthly inspections are to be undertaken to check for damaged or inadequate lights.	√	
8	Care must be taken to ensure that leads and wires do not lie in areas where		

other persons may trip over them.	√	
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RISK RATING AFTER CONTROLS

		LIKELIHOOD	X SEVERITY =	RISK RATING
1	Poor housekeeping leading to tripping hazards	4	6	24
2	Walkways should be kept free from obstructions at all times	4	6	24
3	Equipment left on walkways and aisles.	4	6	24
4	Ice and snow during winter.	4	6	24
5	Spilled liquids on tiled/linoleum surfaces	4	6	24
6	Inadequate lighting.	4	6	24
7	Trailing leads and wires during work operations.	4	6	24

LOW (1 – 30)	MEDIUM (30 – 40)	HIGH (40 – 80)	VERY HIGH (80 – 100)
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FURTHER ACTION REQUIRED

Managers are required to insert further controls required		Date Completed
1	Retreat group to be informed during induction of importance of keeping escape routes and doorways to/from group rooms clear at all times.	
2		
3		
4		

<p>Assessment Completed By: Management Team</p> <p>Position: n/a</p> <p>Date: July 2011</p> <p>Review Date: July 2013</p>	<p>Approved By: Anne-Marie Parkinson Health & Safety Coordinator</p> <p>Signed: AM Parkinson</p>
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