

Risk assessment: Inspections and survey

SESS Ltd, assessment carried out by Stewart Howard (Senior Technical Manager)

Next review is on the 02/01/2024

Assessment carried out on the 03/01/2023

Likelihood = l		Severity = s		
Not likely	1	No injury or loss	1	Severity
Possible (other factors needed unlikely)	2	Slight injury	2	
Quite possible (other factors needed likely)	3	Serious, off work for 1-6 days	3	
Likely (other factors then will happen)	4	Very serious, off work for 7 days or more	4	
Very likely (waiting to happen)	5	Fatality possible	5	

Risk rating = l x s					
5	5	10	15	20	25
4	4	8	12	16	20
3	3	6	9	12	15
2	2	4	6	8	10
1	1	2	3	4	5
	1	2	3	4	5
	Likelihood				

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Risk rating l x s = RR	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Risk rating l x s = RR	Done
Workplace transport	Our employees may be harmed if their bodies or limbs become trapped between workplace transport and racking, walls, barriers etc. Our employees may be harmed if they are struck by	If reasonably practicable, workplace transport will not operate in areas where inspections and surveys are being undertaken. If reasonably practicable, temporary barriers will be used at both ends of racking aisles whilst inspections or surveys are being undertaken.	1 x 5 = 5	None				

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	moving workplace transport.	<p>Our employees will stay at least 2 m away from workplace transport.</p> <p>Our employees will use designated pedestrian routes where possible.</p> <p>Our employees will follow site safety procedures.</p> <p>Our employees will wear safety footwear and high visibility clothing. Our employees will also wear any additional PPE required by site rules.</p>						
Falling objects	Our employees may be harmed if they are struck by falling objects.	<p>Our employees will not enter areas where there is a significant risk of stock, racking or racking accessories falling onto them.</p> <p>Our employees will not go under or into loaded drive-in, mobile, live-storage racking systems etc.</p> <p>Our employees will not work under persons working overhead.</p>	$1 \times 5 = 5$	None				
Fire	Our employees may be harmed by fire, smoke inhalation or by falling or crushing during evacuation.	<p>Our employees will follow site safety procedures.</p> <p>Our employees will notify their site contact on entering and when leaving a work premises.</p> <p>Our employees will sign in and out when arriving at and leaving a work premises.</p>	$1 \times 5 = 5$	None				
Noise	Our employees may be harmed by noise exposure.	<p>Our employees will follow site safety procedures.</p> <p>Our employees will wear hearing protection in designated areas.</p>	$1 \times 4 = 4$	None				

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		<p>Our employees will wear hearing protection provided under site safety procedures.</p> <p>Our employees will make workplace transport operators aware of their presence in areas where they are working.</p>						
Electrical	Our employees may be harmed by contact with electricity from conductors.	Our employees will check for busbars and other electrical conductors before measuring storage equipment.	$1 \times 5 = 5$	Review availability of 8 m non-conducting tape measures.	Stewart Howard (Senior Technical Manager)	9/11/20		
COVID-19	Our employees or other persons may be harmed if they contract COVID-19.	<p>Our employees are instructed to follow any government guidance on self-isolating.</p> <p>Our employees will follow all site safety procedures.</p> <p>Our employees will only travel to a work premises in their own vehicles.</p> <p>Our employees will clean their equipment with disposable cleaning material before entering a work premises.</p> <p>Our employees will sanitise their hands thoroughly before making their way to a work premises and will clean their hands using sanitiser before entering a work premises.</p> <p>If not stipulated in site safety procedures, our employees will continue to maintain social distancing at work premises and remain cautious.</p>	$1 \times 5 = 5$	Monitor government guidance on COVID-19.	Stewart Howard (Senior Technical Manager)	On-going		

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		<p>Our employees will be provided with masks, eye protection, disposable gloves, disposable overalls, sanitizer, and disposable cleaning material to use where necessary.</p> <p>A mask, eye protection, sanitizer, and disposable cleaning material will be carried by each employee, at all times, whilst at a work premises.</p> <p>Our employees will also wear any additional PPE required by site rules.</p> <p>Our employees will not share items or equipment with other persons at a work premises; unless it is a requirement of the inspection procedure i.e. signing-off an inspection on the PDA.</p>						
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Method statement: Inspections and survey

SESS Ltd, method statement made by Stewart Howard (Senior Technical Manager)

- 1.0 Procedure
- 2.0 Specific hazards
- 3.0 Emergency arrangements
- 4.0 Monitoring

1.0 Procedure

- 1.1 Our employees will sign-in/register that they are on site. Our employees will use their own pen if needed to sign-in.
- 1.2 Our employees will notify their site contact(s) of their arrival.
- 1.3 Our employees will undertake any safety induction required by the site contact(s).
- 1.4 Our employees will wear safety footwear, and a high-visibility vest.
- 1.5 Our employees will carry with them a mask, eye protection, sanitizer, and disposable cleaning material if necessary.
- 1.6 Our employees will wear any additional PPE required by the site contact(s).
- 1.7 Our employees will complete any formal permit to work required by the site contact(s).
- 1.8 Our employees will follow all site safety procedures.
- 1.9 Our employees will conduct the rack safety inspection which is a visual inspection of the racking and record any deficiencies. They will perform this from ground level. There will be no handling of equipment nor use of MHE or tools.
- 1.10 Whilst an inspection is signed-off on the PDA, our employees will place it in a suitable position and maintain distance from the signee whilst they sign it. They will also clean the PDA just before the signing and after.

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- 1.10 Our employees will follow this risk assessment whilst inspecting/surveying.
- 1.11 Our employees will report any hazard(s) not identified by the risk assessment to the technical department.
- 1.12 Our employees will notify their site contact(s) when they are leaving site.
- 1.13 Our employees will sign-out when leaving site.

2.0 Specific hazards

Workplace transport

- 2.1 Our employees will ask their site contact if workplace transport operation can temporarily cease operating in areas (warehouse) whilst they are undertaking inspections and surveys.
- 2.2 If workplace transport operation can't cease, our employees will ask their site contact if temporary barriers are available and if they can be used to restrict the access of workplace transport to areas (aisles) where they are working.
- 2.3 Our employees will stay at least 2m away from operating workplace transport.
- 2.4 Our employees will use designated pedestrian routes where possible.

Falling objects

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- 2.5 Our employees will not enter areas where there is a significant risk of stock, racking or racking accessories falling onto them. Our employees will report these hazards to their site contact and will only re-enter the area once there is no significant risk of being injured by falling objects.
- 2.6 Our employees will not work under work taking place above them, or go under or into loaded drive-in, mobile, live-storage systems etc.

Noise

- 2.7 Our employees will wear hearing protection in designated areas, provided under site safety procedures.
- 2.8 Our employees will make workplace transport operators aware of their presence in areas where they are working.

Electrical

- 2.9 Our employees will check for busbars and other electrical conductors before measuring storage equipment with metal tape measures. All visible conductors will be assumed to be live. If conductors are found, then measurement will be undertaken using an alternative method.

COVID-19

- 2.10 Our employees are instructed to follow government guidance on self-isolating.
- 2.11 Our employees will only travel to a work premises in their own vehicles.
- 2.12 Our employees will clean their equipment with disposable cleaning material before entering a work premises.



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- 2.13 Our employees will sanitize their hands thoroughly before making their way to a work premises and will clean their hands with sanitizer before entering a work premises.
- 2.14 If not stipulated in site safety procedures, our employees will maintain a social distancing and remain cautious.
- 2.15 If distancing cannot be maintained, then our employees may wear a protective face mask and eye protection.
- 2.16 It is preferred that our employees e-mail the report to our clients as soon as possible as opposed to handing over paper copies of reports.
- 2.17 Our employees will not share equipment for the purposes of merging reports, instead, separate reports will be produced by each employee.

3.0 Emergency arrangements

- 3.1 In the event of an emergency, our employees will report to their site contact(s).
- 3.2 In the event of an emergency, our employees will comply with the site accident and emergency procedures.
- 3.3 When it is safe to do so, our employees will notify their managers of the emergency.



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4.0 Monitoring

4.1 Any hazard not identified by the risk assessment for this task should be reported to the technical department

A handwritten signature in black ink, appearing to read 'PPinel', is written over the text of section 4.1.

Philip Pinel

Executive Chairman