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| **S.N.** | **ACTIVITY** | **HAZARD** | **CAUSES OF HAZARD** | **CONSEQUENCES/ IMPACT** | **RISK EVALUATION** | | **RISK LEVEL** | **IMPLEMENTED CONTROL MEASURES** | **RESIDUAL RISK** | | | **ACCEPT Y/N?** |
| **P** | **S** | **H/M/L** | **P** | **S** | **H/M/L** |
| **1**  1 | Delivery and Mobilization of automatic sliding door , tools and equipment | Hit by fallen object, slip ,trip and fall. | Improper handling, access restriction and space constrained | Injury to workers ,ergonomics related injury ,and damaged of property | 2 | 3 | 6 | Pre job task briefing to all by supervisor undertaking activity.  Ensure correct use of PPE  Correct method of handling and equipments used for materials transfer  Only trained personnel engaged for the task  Close supervision by designated charge hand  . | 1 | 3 | 3 | Y |
| **2** | Barricading of the area prior to start of any activities and installation | . Hit by fallen object, slip ,trip and fall. | Materials for barricading might be heavy, and there might be problems with the location where these barricades will be assembled.  Lifting heavy materials used for barricading, and minor difficulties in installing them | Injuries to person and damaged of property. | 2 | 3 | 6 | Pre job task briefing to all by supervisor undertaking activity.  Ensure correct use of PPE  Correct method of handling and equipments used for materials transfer  Only trained personnel engaged for the task  Close supervision by designated charge hand  Make sure that all measurements are balanced and all barricading/securing materials in good working condition | 1 | 2 | 2 | Y |
| **3** | Installation of Accessories | Danger of falling materials. | Improper handling of materials during installation | Injuries and damaged of property. | 2 | 2 | 4 | Provide sufficient supports before permanent securing.  Engage only experienced and trained workers for shifting and fixing of accessories andframe, glass.  Provide obstruction free access for shifting of materials.  Use adequate manpower to lift and shift materials Use gripping tools for handling glass. Cordon off the area at ground level and restrict entry.  Post warning signs.  Train employees on manual handling and ergonomics safety  Barricade and isolate work area | 1 | 1 | 1 | Y |
| **4**  1  1 | Installation of Electrical connections to the existing supply |  | There are wires that might not been taped before and accidentally touching that wire. | Electrocution | 2 | 3 | 6 | Pre job task briefing to all by supervisor undertaking activity.  Only qualified electricians perform task  Ensure correct use of PPE  Correct method of handling and equipments used for materials transfer  Only trained personnel engaged for the task  Close supervision by designated supervisor/ charge hand | 1 | 1 | 1 | Y |
| **5** | Installation of Glass | Danger of falling materials | 1. Improper handling of materials during installation 2. Defective glass sucker   Danger of not fixing the materials properly  Not following the proper installation procedure of glass | Injuries to personnel and damage/breakage of materials | 2 | 3 | 6 | Ensure that the glass sucker is working properly before use  Ensure that glass are installed as per the approved drawings and specifications  Provide sufficient supports before permanent securing.  Engage only experienced and trained workers for shifting and fixing of glass.  Provide obstruction free access for shifting of materials.  Use adequate manpower to lift and shift materials Use gripping tools for handling glass. Cordon off the area at ground level and restrict entry.  Post warning signs.  Train employees on manual handling and ergonomics safety  Barricade and isolate work area | 1 | 2 | 2 | Y |
| **6** | Installation of Automatic Sliding Door | Sharp edges Hit by fallen object, slip ,trip and fall ,pinched points ,caught by rotating device | Incompetent workers deployed  Lack of proper training of workers  Risk of not fixing the materials properly | Injuries to personnel  Damaged of property | 2 | 2 | 4 | Ensure that the manpower deployed have extensive experience on the particular work.  Proper training of workers before deploying.  Provide sufficient supports before permanent securing.  Engage only experienced and trained workers for shifting and fixing of glass.  Provide obstruction free access for shifting of materials.  Use adequate manpower to lift and shift materials Use gripping tools for handling glass. Cordon off the area at ground level and restrict entry.  Post warning signs.  Train employees on manual handling and ergonomics safety  Barricade and isolate work area | 2 | 1 | 2 | Y |
| **7** | Housekeeping and finishing. | Hit by fallen object, slip ,trip and fall | Materials placement in sub standard and haphazard condition | Injuries to personnel and damage | 1 | 3 | 3 | * Area surrounding the materials/ equipment should be kept in a tidy condition. * All work area must be maintained in a clean and orderly fashion. * Close supervision/monitor by designated person | 1 | 2 | 2 | y |

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| Persons in danger |
| * Workers undertaking the work |
| * Persons passing the site location/ truck routes, e.g. members of the public and persons in the Vehicles. |
| Personal protective equipment |
| * Safety Helmet, Gum Boot, Proper Gloves & Safety Goggles |
| Information, instruction and training |
| * All personnel in the team are to be made aware of the safe systems of work. |
| * Ensure that good housekeeping standard is maintained throughout. * Training and experience for personnel to use electrical equipments and vibratory equipments. * Educate the personnel to handle chemicals such as concrete… |
| Emergency procedures |
| * Site emergency procedures should make provision for the rescue of individuals from heights. |
| * First-aid facilities should be available to cope with any significant injuries that may arise from the work. |
| Monitoring and review |
| * Work should be monitored by Foreman and charge hand who are trained to ensure that any additional precautions or equipment required are provided. |

**RISK ASSESSMENT COMMITTEE**: Project Manager/ Project Engineer

Safety Manager/ Safety Officer

**Reviewed by:** (Safety Officer) **Approved by:** (Project Manager)

**RISK MATRIX**

**Risk Rating (RR) – Severity x Likelihood**

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| **LIKELIHOOD**  **(PROBABILITY)**  **(P)**  **SEVERITY**  **(IMPACT)**  **(S)** | | **Rare**  Remote possibility (once every 3 years or more)  **1** | **Unlikely**  Could happen but rare (typically once in a year)  **2** | **Possible**  Could happen occasionally (on average quarterly)  **3** | **Likely**  Could happen often (on average once a month or more)  **4** | **Almost certain**  Could happen frequently (once a week or more)  **5** |
| **Insignificant** | **1** | **Low**  **1** | **Low**  **2** | **Low**  **3** | **Low**  **4** | **Medium**  **5** |
| **Minor** | **2** | **Low**  **2** | **Low**  **4** | **Medium**  **6** | **Medium**  **8** | **Medium**  **10** |
| **Moderate** | **3** | **Low**  **3** | **Medium**  **6** | **Medium**  **9** | **Medium**  **12** | **High**  **15** |
| **Significant** | **4** | **Low**  **4** | **Medium**  **8** | **Medium**  **12** | **High**  **16** | **High**  **20** |
| **Major** | **5** | **Medium**  **5** | **Medium**  **10** | **High**  **15** | **High**  **20** | **High**  **25** |

**RISK BASED CONTROL PLAN**

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| **RISK LEVEL** | **ACTION AND TIMESCALE** |
| **1-4**  **Low** | Quick, easy controls should be implemented immediately and further action planned for when resources permit. Monitoring required ensuring controls are maintained. Manage through routine procedures. Go for economic improvements where possible. Incident report must be completed. |
| **5-12**  **Medium** | Aim to reduce risks but costs of prevention may be limited. Undertake a risk assessment of the situation / task and implement the appropriate actions. Actions should have a timescale and should be monitored. Where the risk involves work in progress undertake a risk assessment as soon as possible to ensure the safety of the situation or task. **Work should not start until the risk is reduced to an acceptable level.** Considerable resources may have to be allocated. Contact your Manager and Risk Manager by telephone about the actions that should be taken to reduce the risk/s. incident report must be completed. Incident must be added to service risk register. |
| **15-25**  **High** | **Do not commence the activity until** a risk assessment has been completed to ensure the safety of the situation or task. If it is not possible to reduce or eliminate the risk even with unlimited resources, work must remain prohibited. Inform your relevant Director, your Manager and the Risk Manager immediately by telephone. Incident report must be completed. Incident must be added to service risk register. |