





RISK ASSESSMENT FORM

Activity to be Assessed:	Dealing with dangerous goods									Risk Number: RA 11	Last Revised: 29/01/2020	
Persons At Risk:	Employees	Exposure Duration:			1 to 8 hours per day		Exposure Frequency:			Daily		
What is the Hazard <i>(Brief Description of Hazard or Resultant Injury or Damage)</i>	Why Might this Occur <i>(Indicate within steps of activity where individual, plant or equipment is at risk from harm or damage)</i>	L	S	R	Control Measures Required					L	S	R
Manual handling	1. Musculoskeletal issues from incorrect handling and lifting.	3	3	9	<ul style="list-style-type: none"> SMART Training for all staff followed by regular refresher training. Training covers correct posture to adopt when lifting and handling. Staff aware if the item/ package is beyond their capabilities then assistance must be sought. Lifting aids provided to reduce potential for muscular skeletal injuries. 					1	3	3
Slips, trips and falls	2. If the package is leaking, then there is a risk of exposure as well as slips / trips / falls.	3	3	9	<ul style="list-style-type: none"> Defect reporting procedure in place to indicate if floor surface is damaged. Staff made aware not to leave items lying on floor in the walkways. Any spills to be highlighted and reported immediately to the Manager. Chemical spills invoke spill team trained colleagues to assess the spill and use appropriate measures to clean up and dispose of waste. Spill kits available on site. 					1	3	3
Fire	3. Flammable substances may be within the package and cause fire / explosion which may result in injury.	3	4	12	<ul style="list-style-type: none"> Fire checks completed regularly. Fire alarm testing carried out weekly and drills twice yearly. Fire-fighting equipment in correct locations and maintained on a yearly basis. 					1	4	4

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					<ul style="list-style-type: none"> Fire Wardens trained and available on site throughout the shifts. 			
Lighting	4. Adequate lighting required to deal with packages which may contain dangerous goods.	3	3	9	<ul style="list-style-type: none"> Defect procedure in place to highlight any lights that are faulty or require new bulbs. 	1	3	3
Vehicle movement / FLT movement	5. DG area is located next to the FLT operating area so there is the risk of injury.	3	4	12	<ul style="list-style-type: none"> DG area clearly marked. FLT training / procedures in place. Refer to SSoW. Defect reporting in place. All staff are aware of the defective equipment or VOR process. 	1	4	4
Skin irritation / exposure	6. Skin irritation may be caused by contact with any unknown substances. 7. Burn and scalds from chemicals.	3	3	9	<ul style="list-style-type: none"> Chemical spills Team trained colleagues to assess the spill and use appropriate measures to clean up and dispose of waste. Spill kits available on site. Refer to SSoW. 	1	3	3
Cuts / abrasions	8. Any items that have broken glass, sharp edges.	3	3	9	<ul style="list-style-type: none"> PPE must always be worn. 	1	3	3
Overall Rating						Low		3.3
STANDARD PERSONAL PROTECTIVE EQUIPMENT (PPE) REQUIREMENTS – TICK BOX IF REQUIRED								
Safety Footwear BS EN ISO 20345	<input checked="" type="checkbox"/>	Hand Protection BS EN 388	<input checked="" type="checkbox"/>	High Visibility Vest BN EN 471 Class 2	<input checked="" type="checkbox"/>	Other (please state below)		
E.g., Full dangerous goods (DG), PPE.								

AMENDMENT HISTORY				
DATE OF CHANGE	SECTION	SUMMARY OF CHANGES	AMENDMENT OF RISK RATING	AUTHOR