

RISK ASSESSMENT

Service:	Hands on Heritage
Site:	Tunstall Forest

Risk Title / Activity:	Manual handling	RA Ref No.	HoH 008
-------------------------------	-----------------	-------------------	---------

Work Areas	Identified Hazards				Who is at Risk	
Site and surrounding forest	Fire/ Heat		Dust / Fumes		Volunteers	x
	Explosion		Asphyxiation		Authorized site visitors	x
	Fall (Slip/ Trips)	x	Visibility	x	Course Participants	x
	Cuts/ Trapping		Temperature (hot / cold)		Accompanying Supervisors	x
	Crushing/ shearing	x	Weather	x	General Public	
	Struck by object	x	Vibrations			
	Manual Handling	x	Stress			
	Entrapment		Ergonomics			
	Chemical		Air Pollution			
	Biological		Land Contamination			
	Radiation		Water Contamination			
	Electrical Shock		Legal & Compliance			
	Noise					

Equipment used	Control Measures	
n/a	Plan loading/unloading and setting up to minimize lifting Demonstrate safe handling and lifting with special emphasis on position of legs and back Demonstrate safe carrying of tools Emphasise importance of never attempting to lift or carry loads too large for the individual Encourage teamworking Encourage participants to read HoH "Lifting and Carrying" Code of Practice Identify First Aiders and location of First Aid Kit Identify Accident Reporting procedure	

Risk Class Management Tool:

Severity		Likelihood				
Severe (5)	Moderate	High	High	Extreme	Extreme	
Major (4)	Moderate	Moderate	High	Extreme	Extreme	
Moderate (3)	Low	Moderate	Moderate	High	High	
Minor (2)	Low	Moderate	Moderate	Moderate	High	
Insignificant (1)	Low	Low	Low	Moderate	Moderate	
	Rare (1)	Unlikely (2)	Possible (3)	Likely (4)	Almost Certain (5)	



Risk Class	Score	Action Required	Reporting requirements	Accountability
Class 1 (Extreme)	16 – 25	Immediate detailed plan, Staff specifically trained in the hazard mitigation and emergency response	Report to Site Manager & Trustees	Trustees & Site Manager
Class 2 (High)	10 – 15	24 Hrs Mitigation required, Staff informed and Trained	Report to Site Manager	Site Manager
Class 3 (Moderate)	4 – 9	Site Manager Implement additional measures and manage routinely	Recorded on site Risk Register	Site Manager
Class 4 (Low)	1 – 3	Manage routinely	Recorded on site Risk Register.	Site Manager

Risk Assessment Rating:		Range	Score (L x S)	Class Rating
Initial Risk (<i>Before control Measures</i>)	Severity (S)	5	15	2
	Likelihood (L)	3		
Residual Risk (<i>After Control Measures</i>)	Severity (S)	4	8	3
	Likelihood (L)	2		

Date of Assessment	3 1 25	Signature	Andrew Crisp
Date of Assessment Review	3 1 26		
Name of Assessor	Andrew Crisp	Position	Chairman HoH CIO

