



Risk Assessment

IMS Form048
Issue 01 Dated Oct 2020

Operation / Task:	Cleaning – Site, Office, General	Name of Assessor:	Rhys Milton
Reference:	RA037	Date of Assessment:	02.01.2024
Persons at Risk:	ASW Employees/ Other Contractors/ Visitors	Reviewed by	R. Milton
Location:	ASW Health and Safety Assessment 2024	Review date	31.12.2024

Ref	Activity	Hazard	Risk	Pre-Control Risk Rating			Control Measures	Post-Control Risk Rating			Comment
				L	S	LxS		L	S	LxS	
1	Cleaning	Slips and Trips Examples: spillages/ trailing cables	Staff/Visitors may be injured if they slip on spillages or trip on cables or objects left on the floor	4	5	20	Good housekeeping must be maintained at all times. Wet floor signs should be used Use electrical sockets nearest to where you are working to reduce the risk of tripping over leads	1	5	5	
		Contact with cleaning chemicals Examples: bleach	Staff risk skin irritation or eye damage from direct contact with cleaning chemicals. Vapour from cleaning chemicals may also cause breathing problems	4	5	20	New staff complete a Medical questionnaire when they join the company (highlight existing skin/breathing issues). Staff to monitor their skin to ensure no irritation. Mops/brushes and protective gloves are provided and used. Staff should wash rubber gloves after using them and store them in a clean dry place Products are used in accordance with safety data sheets and PPE is used when appropriate Staff to ensure safe storage of cleaning products and never transfer them to An unmarked container	1	5	5	Replace irritant chemicals with milder alternatives where possible
		Dust	May cause breathing problems or agitate eyes or existing conditions (such as asthma). Regularly breathing construction dust can cause diseases like lung cancer, asthma, Chronic Obstructive Pulmonary Disease (COPD) and silicosis.	4	5	20	Dry brushing/sweeping can push large amounts of dust into the air, which is hazardous to health if it contains silica or wood dust. Dust should be minimised during works through LEV or waters suppression. When sweeping, ensure appropriate PPE including Respiratory Protective Equipment is in use. New staff complete a Medical questionnaire when they join the company (highlight existing skin/breathing issues). Staff to monitor their skin to ensure no irritation.	1	5	5	
		Manual handling Example: lifting vacuum cleaner or waste bags	Staff risk injuries or back pain from handling or moving heavy/bulky objects	4	4	16	Staff should not overfill waste bags or buckets Staff are to ask for assistance when required for lifting the vacuum cleaner All are to apply good manual handling techniques.	1	4	4	



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		Working at height Example: top of stairs/ cleaning top shelves	Fall from height that can cause fractures and bruising	3	3	9	Extra precautions are to be taken when cleaning (e.g. vacuuming) close to Staircase (e.g. positioning of trailing cables). Ensure access equipment if applicable is appropriate. Avoid working at height where possible. Use appropriate access equipment if unavoidable.	1	3	3	
		Lone working	Staff could suffer injury or ill health while working alone	4	5	20	Lone working should be avoided and cleaning activities done within normal operating hours.	1	5	5	
		Electrical equipment Examples: cleaning equipment	Staff could get shocks or burns from faulty electrical equipment. Electrical faults can also lead to fires.	4	5	20	Staff should do pre-use visual checks. Any defective equipment, plugs, discoloured sockets, damaged cables and on/off switches must be promptly reported Any faulty equipment is promptly taken out of use Safety checks of the electrical equipment are carried out to ensure that it continues to be safe. Where necessary this is done by a competent electrician.	1	5	5	
		Fire	If trapped, staff could suffer fatal injuries from smoke inhalation or burn	4	5	20	Staff are aware of the fire emergency plans.	1	5	5	

Likelihood	Severity	Risk factor (Likelihood x Severity)	
1 = Highly unlikely	1 = Insignificant	High Risk = 15-25	Unacceptable Risk. If Post Control risk, work must not commence.
2 = Unlikely	2 = Injury (first aid, no lost time)	Medium Risk = 8-12	If Post Control risk, high level of discipline required & monitoring to consider further controls where possible
3 = Possible	3 = Lost time injury	Low Risk = 1-6	Acceptable Risk assuming all controls in place effectively and workforce aware
4 = Probable	4 = Major injury / disabling condition		
5 = Inevitable	5 = Fatality		

[illegible]