

## Risk assessment for : Malc Firth Landscapes Limited



<b>Risk assessment name</b>	Lone Working	<b>Assessment type</b>	 General
<b>Assessor name</b>	Peter Swain	<b>Affected site(s)</b>	Malc Firth Landscapes Limited (PE20 2HY)
<b>Assessment date</b>	02/10/23	<b>Review period</b>	Annually
<b>Approved by</b>	Peter Swain	<b>Review date</b>	02/10/24
<b>Approved date</b>	02/10/23	<b>Reference</b>	

## Description

This Risk Assessment is an example only and must be reviewed/amended to suit your own business practices and working environment.

Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
 <p>Confined Space Working Risks of injury/ill-health/death etc. associated with working in confined spaces</p>	<p>All staff</p> <p>How? Risks of injury/ill-health/death etc. associated with working in confined spaces</p>	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">  <p><b>Additional Dynamic/Specialised Risk Assessment</b> An additional dynamic/specialised risk assessment completed to identify higher risk activities.</p> </div> <div style="width: 45%;">  <p><b>Confined Space Work/Entry Permit System In Place</b> A Confined Spaces Work/Entry Permit is required to be completed prior to entry.</p> </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 45%;">  <p><b>No Lone Working Permitted</b> At least two members of staff present at all times</p> </div> <div style="width: 45%;">  <p><b>Supervision Provided For The Task</b> Supervision provided for the task</p> </div> </div>	<p>1 x 9</p>  <p>9</p> <p>Low</p>

Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
 <p>Electrical Services Risk of injury due to contact with live electrical services</p>	<p>All staff</p> <p>How? Risk of injury due to contact with live electrical services</p>	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;">  <p><b>Additional Dynamic/Specialised Risk Assessment</b> An additional dynamic/specialised risk assessment completed to identify higher risk activities.</p> </div> <div style="width: 50%;">  <p><b>Electrical Fixed Mains Wiring Inspection Performed</b> Fixed mains wiring inspection carried out to the requirements of BS 7671</p> </div> <div style="width: 50%;">  <p><b>Electrical Lock Off Procedures In Place</b> Electrical lock off procedures In place with operatives suitably equipped &amp; trained</p> </div> <div style="width: 50%;">  <p><b>No Lone Working Permitted</b> At least two members of staff present at all times</p> </div> <div style="width: 50%;">  <p><b>Permit To Work (PTW) Systems In Operation</b> A Permit To Work system is in place where work is identified as having a high risk &amp; controls req'd.</p> </div> <div style="width: 50%;">  <p><b>Routine Maintenance Undertaken</b> Routine maintenance is undertaken in accordance with the manufacturer's requirements</p> </div> <div style="width: 50%;">  <p><b>Supervision Provided For The Task</b> Supervision provided for the task</p> </div> </div>	<p>1 x 8</p>  <p>8</p> <p>Low</p>

Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
 <p>Fire Caused by naked flame, faulty electrical equipment or systems, arson, explosion or chemical means.</p>	<p>All staff</p> <p>How? Risk of serious injury, burns or fatality</p>	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;">  <p><b>Aisles &amp; Gangways Kept Clear For Good Housekeeping</b> All aisles and gangways kept clear to avoid slips and trips</p> </div> <div style="width: 50%;">  <p><b>All Visitors Are Accompanied</b> All visitors are accompanied by a host of the company at all times</p> </div> <div style="width: 50%;">  <p><b>Fire Assembly Point</b> Place of safety in the event of a fire or another emergency situation</p> </div> <div style="width: 50%;">  <p><b>Fire Emergency Call Points Provided &amp; Maintained</b> Fire Emergency Call Points Provided &amp; Maintained</p> </div> <div style="width: 50%;">  <p><b>Fire Exits &amp; Fire Exit Signage Maintained</b> Fire exits &amp; signage maintained &amp; displayed to show the way to the nearest safe final exit.</p> </div> <div style="width: 50%;">  <p><b>Fire Extinguishers Provided In Areas of High Risk</b> Fire extinguishers provided In areas of higher risk due to the work activity</p> </div> <div style="width: 50%;">  <p><b>Fire Marshals In Place</b> The appointment of fire marshals and appropriate training given</p> </div> <div style="width: 50%;">  <p><b>Fire Risk Assessment In Place</b> A fire risk assessment has been carried out denoting the fire hazards &amp; appropriate control measures</p> </div> <div style="width: 50%;">  <p><b>Fire Training Carried Out</b> Fire training (including evacuation) carried out at Induction and refreshed periodically</p> </div> <div style="width: 50%;">  <p><b>Routine Fire Alarm Testing</b> Routine Fire Alarm Testing</p> </div> </div>	<p>1 x 9</p>  <p>9</p> <p>Low</p>
 <p>Interface With Customers/Members of the Public Risk of injury due to assault and/or verbal abuse from members of the public.</p>	<p>All staff</p> <p>How? Risk of injury due to assault and/or verbal abuse from members of the public.</p>	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;">  <p><b>CCTV installed</b> CCTV installed for training, supervision &amp; security purposes</p> </div> <div style="width: 50%;">  <p><b>Personal Safety - Aggressive Behaviour Awareness</b> Personal Safety - Aggressive Behaviour Awareness</p> </div> <div style="width: 50%;">  <p><b>Personal Safety - Body Language Awareness</b> Personal Safety - Body Language Awareness</p> </div> <div style="width: 50%;">  <p><b>Personal Safety - Egress/Escape Route Awareness</b> Staff to position themselves, where the door/escape route is behind them.</p> </div> </div>	<p>1 x 7</p>  <p>7</p> <p>Low</p>

Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
 <p>Lone working Lone workers are those who work by themselves without close or direct supervision. Danger of accident or injury.</p>	<p>All staff</p> <p>How? Risk of serious injury if performing hazardous duties or exposure to violent / aggressive behaviour</p>	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;">  <p><b>Emergency Plan/Procedures Are In Place</b> An emergency plan/procedure is in place which is communicated to employees who have been trained</p> </div> <div style="width: 50%;">  <p><b>Health Surveillance/Screening Records Kept</b> Records of all health surveillance/screening programmes are kept</p> </div> <div style="width: 50%;">  <p><b>Inexperienced people monitored</b> Inexperienced employees are closely supervised and under instruction at all times</p> </div> <div style="width: 50%;">  <p><b>Lone Worker Risk Assessment Is Carried Out</b> Lone Worker risk assessment is carried out and appropriate control measures applied accordingly</p> </div> <div style="width: 50%;">  <p><b>Lone Workers Contact System</b> All events employees are to communicate both safe arrival and departure to and from the event.</p> </div> <div style="width: 50%;">  <p><b>Lone Working Is Avoided/Kept To A Minimum</b> Lone Working Is Avoided/Kept To A Minimum</p> </div> <div style="width: 50%;">  <p><b>New &amp; Expectant Mother Risk Assessment Carried Out</b> New &amp; Expectant Mother Risk Assessment Carried Out</p> </div> <div style="width: 50%;">  <p><b>Provision Of Written Safe Systems of Work In Place</b> Provisions of written Safe Systems of Work to control the process with the minimum risk of injury</p> </div> <div style="width: 50%;">  <p><b>Young Person's Risk Assessment Carried Out</b> Young Person's RA is carried out c/w the company's induction &amp; information on their specific role.</p> </div> </div>	<p>1 x 7</p>  <p style="font-size: 2em; color: green;">7</p> <p>Low</p>

Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
 <p><b>Manual Handling Activities</b> Manual handling activities, including lifting, lowering, pushing, pulling or carrying. Risk of injury due to sprain or strain.</p>	<p>All staff</p> <p>How? Risk of serious physical injury</p>	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;">  <p><b>Manual Handling - Trolley Truck Provided &amp; Used</b> Manual Handling - Trolley Truck Provided &amp; Used</p> </div> <div style="width: 50%;">  <p><b>Manual Handling Procedures In Place</b> Relevant employees have been given training in safe lifting practices commensurate with the tasks.</p> </div> <div style="width: 50%;">  <p><b>Manual Handling Risk Assessment Carried Out</b> An assessment of the manual handling risk has been carried out for the task.</p> </div> <div style="width: 50%;">  <p><b>Manual Handling Training Given</b> All relevant employees have received training on correct manual handling techniques</p> </div> <div style="width: 50%;">  <p><b>Protective Footwear Worn Whilst Manual Handling</b> Suitable protective footwear is worn whilst carrying out manual handling activity.</p> </div> <div style="width: 50%;">  <p><b>Smaller Packages To Help Manual Handling Tasks</b> Packs are broken down into smaller units/packages to make them easier to store and carry</p> </div> <div style="width: 50%;">  <p><b>Split Loads To Reduce The Manual Handling Risks</b> Loads are split into lighter load weights to reduce manual handling risks</p> </div> </div>	<p>1 x 7</p>  <p>7</p> <p>Low</p>
 <p><b>Stress</b> The adverse reaction people have to excessive pressures or other types of demand placed on them.</p>	<p>All staff</p> <p>How? The adverse reaction people have to excessive pressures or other types of demand placed on them.</p>	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;">  <p><b>Mental Health 1st Aiders Available</b> Mental Health 1st Aiders available as the first line of contact for those employees requiring help.</p> </div> <div style="width: 50%;">  <p><b>Work-related Stress Policy In Place</b> The organisation has policies &amp; procedures in place to both prevent &amp; address work-related stress</p> </div> </div>	<p>1 x 8</p>  <p>8</p> <p>Low</p>

Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
 <p>Violence at Work Risk of physical injury and mental distress due to violence at work</p>	<p>All staff</p> <p>How? Risk of physical injury and mental distress due to violence at work</p>	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;">  <p><b>Panic Alarm Device Issued/Installed</b> Panic alarm device &amp; procedures are issued/installed &amp; tested regularly</p> </div> <div style="width: 50%;">  <p><b>Personal Safety - De-escalation Techniques</b> Personal Safety - Awareness of De-escalation Techniques</p> </div> <div style="width: 50%;">  <p><b>Personal Safety - Personal Safety Risk Assessment</b> Personal Safety - Personal Safety Risk Assessment</p> </div> <div style="width: 50%;">  <p><b>Personal Safety - Threat Response Training</b> Personal Safety - Threat Response Training</p> </div> <div style="width: 50%;">  <p><b>Personal Safety/Security Procedures In Place</b> Personal security measures are in place and all employees are trained in accordance with them.</p> </div> <div style="width: 50%;">  <p><b>Reporting Procedures Followed</b> Reporting Procedures Followed</p> </div> <div style="width: 50%;">  <p><b>Violence at Work Policy</b> Violence at Work Policy</p> </div> </div>	<p>1 x 8</p>  <p>8</p> <p>Low</p>
 <p>Working On Client Sites Risk of injury/ill health etc. due to the lack of safety awareness on unfamiliar sites/surroundings.</p>	<p>All staff</p> <p>How? Risk of injury/ill health etc. due to the lack of safety awareness on unfamiliar sites/surroundings.</p>	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;">  <p><b>All Employees Receive Induction Training</b> All employees receive induction training upon commencement with the Company</p> </div> <div style="width: 50%;">  <p><b>All Visitors Are Accompanied</b> All visitors are accompanied by a host of the company at all times</p> </div> <div style="width: 50%;">  <p><b>Permit To Work (PTW) Systems In Operation</b> A Permit To Work system is in place where work is identified as having a high risk &amp; controls req'd.</p> </div> <div style="width: 50%;">  <p><b>Visitor Rules System Operated</b> Visitor Rules System Operated</p> </div> </div>	<p>1 x 7</p>  <p>7</p> <p>Low</p>

**Further control measures**

**Supporting evidence**

[indg73.pdf](#)

02/10/23 -362732 kb

Assessor's signature: Peter Swain

Approved by signature: Peter Swain