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| **Date:** |  |  |  |  |  |  |  |  |  |  |  |
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| **Assessors Name:** |  | **Reference Number:** | HSMS RA 018 | **Review:** | Annually or sooner following an incident or significant change to the equipment/process |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Implemented By:** |  | **Signature:** |  | **Position:** |  | **Date:** |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Description of task and assessment** |  Installing timber joists  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Location Details** |  |

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| **Identified Hazards** | **Who may be affected** | **Initial Risk**  | **Control measures** | **Residual****Risk** | **Remarks** |
| Falls from Height | EmployeesContractors |  | A decking system or scaffold birdcage must be in place internally prior to installing joists on any floor. If a high ceiling is being installed the fall height to the top of the decking from the top of the joists should be no higher than 900mm.Only trained and experienced joiners to do this work. If inexperienced, they are to work under the direct supervision of experienced worker.The distance from the external working platform to the internal decking or birdcage must not be greater than 900mm.The floor must be fully boarded before the safety deck or birdcage is removed.The Stairwell must be covered over by a sacrificial covering , youngmans boards or scaffold laydown. |  |  |
| Joist rolling or falling | Contractors |  | Joists must be sufficiently braced or chocked to prevent movement or them rolling. Carpenters must not stand on the joist until they have been secured. |  |  |
| Manual handling  | Contractors |  | The telehandler must be used to lift the joists onto the scaffold.Joist must be positioned by using 2 people to lift them.If very long joists are used then an additional persons may be required to lift them into position. |  |  |
| Slips and Trips | ContractorsEmployees |  | The carpenters must ensure that the working area is kept clean and tidy, they must clean up as they work and remove any off cuts or trade waste from the scaffold platform of the decking systems that may be trip hazards. |  |  |

**Guidance Notes**

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| **LIKELIHOOD OF HARM** |
| **Highly likely** | **Possible** | **Unlikely** |
| **SEVERITY****OF****HARM** | **Fatal or major injury/ illness** | **High** | **High** | **Medium** |
| **Injury/ illness resulting in lost time** | **High** | **Medium** | **Low** |
| **Minor injury/ illness** | **Medium** | **Low** | **Low** |

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| **LOW** | **MEDIUM** | **HIGH** |
| **Continue with existing control measures and ensure all reasonably practicable measures to reduce the risk to as low as possible put in place. Monitor for changes. Implement any additional control measures required, within the timescales given in the****risk assessment.** | **May require additional reasonably practicable measures to reduce the risk to as low as possible. Must ensure regular ongoing monitoring of the task. Implement any additional control measures required, within the timescales given in the****risk assessment.** | **Requires attention to reduce the risk, implement reasonably practicable measures to reduce the risk as low as possible. Must ensure regular ongoing monitoring of the task. Implement any additional control measures required, within the timescales given in the****risk assessment.** |