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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Date:** |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Assessors Name:** |  | **Reference Number:** | HSMS RA 047 | **Review:** | Annually or sooner following an incident or significant change to the equipment/process |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Implemented By:** |  | **Signature:** |  | **Position:** |  | **Date:** |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Description of task and assessment** | Working in and around stairwells  |  |
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| **Location Details** |  |

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| **Identified Hazards** | **Who may be affected** | **Initial Risk**  | **Control measures** | **Residual****Risk** | **Remarks** |
| Falls from Height | EmployeesMembers of publicContractors |  | Prior to the stairwell being opened up the carpenters must fit the preparatory stairwell edge protection. This must be fitted leaving enough room for the permanent guard rails to be fitted with this still in place. The edge protection must be fitted as per the manufactures guidance.The preparatory stairwell edge protection, must be signed off on the stairwell protection form by the carpenter and must be checked by site management.Operatives must not be allowed to work on the upper floors that have not had the stairs fitted or the preparatory stairwell edge protection.Operatives must not remove the preparatory stairwell edge protection. If materials such as plaster board need to be loaded on the upper floors then a letter box should be used. When trades such as dry liners or painters are required to work over the stairwell, they must install an oxford landing type system, scaffold boards and ladders must not be used. The use of these systems must be annotated in the sub-contractors RAMS. |  |  |
| Falling material | EmployeesContractors |  | Toe boards must be fitted to the proprietary stairwell systems, to prevent tools or materials from falling down the stairwell. |  |  |
| Slips and trips | ContractorEmployee |  | Trade waste must not be allowed to build up in plots especially around the stairwells. |  |  |

**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** |

|  |  |  |
| --- | --- | --- |
| **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.** |