Work Activities, Hazard Identification and Job Risk Assessment

NB Step by step job activities do not require to be in chronological order. Additional controls may include: inspection testing, competencies, specialist PPE, plant, equipment etc. If additional controls are colour coded amber or green, then the residual risk is at an acceptable level without the need for further controls.

RA No:	RA1109	Area / Job No Concerned:	G Route Risk assessment	Last Reviewed:	16/08/16	Assessor:	Jack Livingston
Notes:	**Tower** RA information completed below. Requires step by step process to be detailed for each site diary, deleting and adding in additional steps where required. Do not override this copy, ensure you save to the job file before making any changes. This notes section to be completed with the specific job summary of the project. Note also for any crossings a separate risk assessment will require to be completed.						

Task Ref No	Job Activity	Detail	Hazard	Persons at Risk	Current Controls or Controlling Document	Is risk adequately managed using the control(s)? YES / NO	Additional Controls Required?	Residual Risk Acceptable?
1	Site Access	Access to site via public or private road(s)	• Traffic Accident • Breakdown	• Operatives • Members of the public	✓ MSP 23 – *Managing Work Related Road Safety* ✓ Traffic Warnings ✓ Carry out vehicle pre-use checks ✓ Reverse park ✓ Maintained Vehicles ✓ Trackers ✓ Licensed Drivers ✓ Use of public road system ✓ Not driving if under the influence of drugs, alcohol or excessively tired ✓ Park in a safe location that does not obstruct other users ✓ Notify landowners before accessing private land ✓ Do not deviate from agreed routes	YES	NO	YES (GREEN)
2	Accessing Work Area	Establish safe access to the work	• Injury from slips, trips and falls	• Operative • Sub-contractors	✓ Wear steel toe-capped boots ✓ Proceed with caution ✓ Be observant and choose safest route ✓ Access using an specialist vehicle, if practical	YES	NO	YES (GREEN)
			• Barriers such as fencing	• Operative • Sub-contractors	✓ Locate nearest opening ✓ Cover with material or cut only if permitted	YES	NO	YES (GREEN)

RED – unacceptable, further action required **AMBER** – tolerable but monitor **GREEN** – acceptable

			• Injury from livestock	• Operative • Sub-contractors	✓ Speak to local landowner to establish if livestock is in area. Request that potentially dangerous animals be removed or secured ✓ Ensure that all gates are closed	YES	NO	YES (GREEN)
			• Cuts and stings from weeds, brambles, ticks, wasps etc	• Operative • Sub-contractors	✓ Ensure that arms and legs are covered ✓ Use insect repellent ✓ Seek medical attention if bitten by a tick ✓ Apply First Aid	YES	NO	YES (GREEN)
3	Establish Buried Services	Need to establish the existence of buried services prior to starting work	• Injury from contacting services • Electrocution	• Operatives • Sub-contractors	✓ Operatives trained on use of CAT Scan ✓ Utility Plan information ✓ Local knowledge (landowners) ✓ Carry out a CAT Scan ✓ Mark location on the route map	YES	If damaged, make safe and report to head office, land owner and utility	YES (GREEN)
4	Excavations	To ensure the safe excavation and backfilling of holes for trenches	• Injury from collapsed excavation • Injury from falling into excavation • Injury from contacting services • Electrocution	• Operatives	✓ Competent in "*Excavations*" ✓ Carry out the checks above to establish the location of buried services ✓ Comply with **Method Statement G2500** ✓ Establish the general condition of the ground ✓ Appoint a banksman ✓ Hand dig if in proximity of underground pipe or cable. Refer to the **Site Environmental Plan**	YES	NO	YES (GREEN)
5	Establish Live Lines (adjacent to work area)	Need to establish if there are any live lines near the designated work zone	• Electrocution	• Operatives • Sub-contractors	✓ Site Drawings (Provided by the Utility) ✓ Site walk-down ✓ Assume live until tested otherwise ✓ **Comply with PR-PS-312**	YES	YES	YES (GREEN)
6	Crossings	Need to establish if the lines require to cross a road, rail track, pipe-line or any other potentially hazardous obstacles	• Risk of severe injury or death • Potential to cause damage to essential utilities	• Operatives • Sub-contractors • Public	✓ Do **NOT PROCEED** with any installation work that involves crossings unless a separate risk assessment and Method Statement is in place to control to crossing activity	✓ Only if a separate risk assessment and method statement is in place		
7	Re-Fuelling Plant	Prevent spillage or fire when fuelling plant using a container	• Potential contamination of land and waterways.	• Operatives • Sub-contractors	✓ All plant to arrive fully fuelled. No refuelling to take place within 30 meters of waterways	YES	NO	YES (GREEN)

RED – unacceptable, further action required **AMBER** – tolerable but monitor **GREEN** – acceptable

			• Harm from contact with petrol/Diesel • Fire		✓ Apply controls defined in **COSHH Assessments** ✓ **Nos C005 & C008** ✓ Fire Extinguisher available ✓ First Aid Available ✓ Deploy drip trays ✓ Spill kits available ✓ **MSP 13 – *Emergency Preparedness*** ✓ Site emergency plan ✓ Refer to the **Site Environmental Plan**			
8	Tree Cutting	Potential danger of tree contacting overhead live lines	• Arc • Electrocution	• Operatives • Sub-contractors • Other working groups in the vicinity	✓ Liaise with utilities tree cutting. Only permit tree-cutting in close vicinity of overhead lines works whilst the low voltage, 11 kV and 33 kV is switched out and earthed	YES	NO	YES (GREEN)
9	Operating Plant	Ensure the safe operation of plant	• Injury when either operating or working near plant	• Operatives • Sub-contractors • Other working groups in the vicinity	✓ Trained operative only to operate plant ✓ Plant inspected, tested & tagged ✓ Carry out pre-use inspections ✓ Refer to individual Plant Group Risk Assessments as listed in Section 6 of the Construction Phase HSE Plan	YES	NO	YES (GREEN)
10	Unloading Bulk Materials and Plant	To ensure that bulk materials and plant are safely unloaded from lorries or low-loaders	• Injury when unloading or working near a vehicle being unloaded • Contact with overhead lines • Contact with obstacles such a buildings or branches	• Operatives • Driver • Other working groups in the vicinity	✓ Plan delivery. Comply with site traffic plan. ✓ Park in a designated, safe area clear of any lines or other obstructions ✓ Engine switched off when unloading and remove key from ignition, unless being used to power lifting equipment ✓ Use a banksman to direct unloading and other traffic Wear High Viz clothing ✓ Co-ordinate and communicate with the driver ✓ Comply with the requirements of **Method Statement G2529**	YES	NO	YES (GREEN)

RED – unacceptable, further action required **AMBER** – tolerable but monitor **GREEN** – acceptable

11	Access Towers (Working at Height)	To ensure safe access and working on towers including work positioning and fall arrest	• Injury and potential fatality from a fall from height • Electrocution	• Operatives	✓ All persons working at height to be trained, authorised and competent in the relevant category, first aid and rescue ✓ Wear Fall Arrest and PPE as required by **Method Statement G2518** including Arc Proof Coveralls ✓ Check the tower/circuit identification ✓ Always have a second person present. ✓ **Strictly** comply with the controls stated **in Method Statement G2518** ✓ Identify, isolate, earth and release for work by a **Permit To Work** ✓ Brief the working party before access ✓ Comply with the Safe Working Distance **AT ALL TIMES**	YES	NO	YES (GREEN)
			• Injury from falling objects	• Operative • Other persons in the working area	✓ Establish an drop zone below the working area ✓ Comply with Part 6 of **Method Statement G2522** ✓ Use lanyards, where practical and safe ✓ No person shall enter the drop one until work has been suspended	YES	NO	YES (GREEN)
12	Working on Towers	To ensure that all conductor installation and repair work, Continuity Separations and Tap Settings and other installation and repair work is carried out safely	• Injury and potential fatality from a fall from height • Burns • Electrocution	• Operatives	✓ Competent and Authorised Persons only to carry out tower work ✓ **Strictly** comply with all the access controls as stated in line 15 of this RA ✓ Work under the control of a **Permit For Work** ✓ Comply with the controls stated **in Method Statements G2518, G2522 Part 5 & G2524**	YES	NO	YES (GREEN)
13	Replacing Tower Anti-Climbers	To ensure that replacement of safety signs, barbed wire and anti-climbing steelwork on lattice tower is carried out safely	• Injury from dropped equipment	• Operative	✓ Competent and Authorised Persons only to replace tower anti-climbers ✓ **Strictly** comply with all the access controls as stated in line 11 of this RA. ✓ Work under the control of a **Limited Works Certificate** ✓ Carry out the work in compliance with **Method Statement G2512**	YES	NO	YES (GREEN)
14	Painting Tower Muffs	To ensure that muff towers are painted either with bitumen or water based muff	• Health hazard from use of bitumen paint	• Operatives	✓ Work under the control of a **Limited Works Certificate** ✓ Apply the controls stated in **COSHH Assessment C020 & C035**	YES	NO	YES (GREEN)

RED – unacceptable, further action required **AMBER** – tolerable but monitor **GREEN** – acceptable

		paint as applicable without causing harm			✓ Comply with **Method Statement G2513**			
15	Muff Repair Work	To excavate and expose the muff cap and carry out concrete works to repair damage and finish with a new coat of paint safely	• Harm for working with cement and paint • Injury from collapsed excavation • Injury from falling into excavation • Injury from contacting services	• Operatives	✓ Competent in "*Excavations*" ✓ Carry out the checks above to establish the location of buried services ✓ Comply with **Method Statement G2500** ✓ Establish the general condition of the ground ✓ Appoint a banksman ✓ Hand dig if in proximity of underground pipe or cable ✓ Comply with the controls stated in **COSHH Assessments C016, C020 and C035** ✓ Comply with the requirements set out in **Method Statement G2514**	YES	NO	YES (GREEN)
16	Tower Rescue	To ensure that a linesperson that is incapacitated and unable to climb down from a tower is safely rescued	• Injury • Fatality	• Rescue Party	✓ Competent and Authorised Persons to carry out rescue operations ✓ Carry out the rescue procedure described in **Method Statement G2511** ✓ Do not put yourself in danger whilst carrying out the rescue ✓ Obtain assistance from medical and rescue services, if required	YES	NO	YES (GREEN)
17	Use of Hand Tools	Safely use tools	• Injury	• Operatives	✓ Used by competent persons ✓ Tools inspected prior to use (fit for purpose) ✓ Right tools for the job	YES	NO	YES (GREEN)
18	Use of Power Tools	Safely use powered tools	• Injury • Electrocution	• Operatives	✓ 240 volt/110 volt convertor ✓ PAT tested equipment ✓ Used by competent persons ✓ Tools inspected prior to use (fit for purpose) ✓ Right tools for the job ✓ Defective tools not used, reported and removed	YES	NO	YES (GREEN)
19	Use of Chemical Substances	To ensure that use of substances such as	• Harmful to health	• Operatives	✓ Comply with the controls stated in the COSHH assessments listed in Section	YES	NO	YES (GREEN)

RED – unacceptable, further action required **AMBER** – tolerable but monitor **GREEN** – acceptable

		oils, greases, paints etc are controlled						
20	Fatigue	To avoid a decline in physical and mental performance from prolonged exertion, sleep loss and working in extreme weather conditions	• Injury • Death • Risk of errors induced by fatigue	• Operatives	✓ Take regular breaks ✓ Avoid carrying out safety critical safety tasks at the "low point" of the work session ✓ Recognise the signs of fatigue (each individual has a different threshold) and ask for help or take a break ✓ Develop good sleeping habits ✓ Take into account travel time to site	YES	✓ Risk of fatigue to be continually assessed throughout the work session	YES (GREEN)
21	Manually lifting and moving objects	To avoid any muscular pain or injury when lifting, pushing, pulling or carrying objects	• Muscular/ Skeletal damage	• Operatives	✓ Manual handling training ✓ Use mechanical aids where possible. Wear gloves and Steel toe capped boots ✓ Lift planned – where to grip, where it is going, safe route and how to put down ✓ Split load, if practicable ✓ Only lift within capabilities ✓ Bend knees and keep back straight and feet apart when lifting or putting down ✓ Do not lift and twist and the same time ✓ Lift and carry objects close to the body	YES	NO	YES (GREEN)
22	SAM Sites	To ensure that all works in or around sites of archaeological importance are conducted appropriately	• archaeological harm	archaeology	✓ Access routes shall be strictly adhered to ✓ Excavations shall be kept to the agreed depth and width ✓ All works shall be carried out under an archaeological watching brief ✓ If any artefacts are discovered work shall cease to allow finds to be recorded ✓ All staff shall be briefed on location as to make them aware of the SAM site.	YES	NO	YES (GREEN)

RED – unacceptable, further action required **AMBER** – tolerable but monitor **GREEN** – acceptable