

# Designer Contracts Ltd

## Risk Assessment

Reference: GENFITENWD

<b>Title</b>	Fitting Engineered Wood	<b>Date Of Assessment</b>	Tue 02 Jan 2024
<b>Site</b>	Designer Contracts Ltd	<b>Location</b>	All Sites
<b>Risk Assessor</b>	Laura Cross	<b>Assisted By</b>	Antony Maidens
<b>Non-Employees Involved</b>	-	<b>People At Risk</b>	Employees, Contractors
<b>Task Description</b>	Fitting Engineered Wood		
<b>Review Date</b>	Thu 02 Jan 2025	<b>Reviewer</b>	Laura Cross

### Hazards

<b>Hazard</b>	Slips, Trips & Falls
<b>Risk Of Harm</b>	Slips, Trips & Falls
<b>Existing Control Measures</b>	<ol style="list-style-type: none"> <li>1. Uneven surfaces – The risk of these can be reduced by providing walkways that are clearly designated as walkways, having good conditions underfoot, and being well lit.</li> <li>2. Obstacles – Instances of slipping and tripping over obstacles can be dramatically reduced by everyone keeping their work and storage areas tidy and designating specific areas for waste collection</li> <li>3. Wet or slippery surfaces – If a surface is slippery with mud it should be treated with stone, and if it is slippery with ice it should be treated with grit. Any areas that are slippery should be signposted. Ensure you stick to marked walkways when onsite to avoid trips and slips.</li> <li>4. Trailing cables – Cordless tools should be used where possible. If this is not possible, cables should be run at high levels.</li> <li>5. Report any unsafe work areas immediately. Ensure the area worked in is left clean and tidy. Observe/Obey any site Health &amp; Safety posters/information/instruction, at all times. In the event of an accident please report to the first aider and report it to the Designer Contracts Office.</li> </ol>

<b>Hazard</b>	Electrical
<b>Risk Of Harm</b>	Electric Shock
<b>Existing Control Measures</b>	<ol style="list-style-type: none"> <li>1. Ensure correct tools are used for the job at all times.</li> <li>2. Use 110v or battery operated tools where possible.</li> <li>3. Ensure tools are PAT tested annually and in accordance with HSE guidelines (Sub-Contractors have a signed agreement with Designer Contracts).</li> <li>4. Ask for electricity to be turned off before cutting around any electrical wires (if present)</li> </ol>

<b>Hazard</b>	Electric Stapler
<b>Risk Of Harm</b>	Projectiles and Electric Shock
<b>Existing Control Measures</b>	<ol style="list-style-type: none"> <li>1. Only to be used by trained operator. Use as per User Manual</li> <li>2. Keep personnel away whilst operating power tools and use of correct signage where applicable</li> <li>3. When operating ensure stapler / nailer is in direct contact with the item to be stapled/nailed before commencing activity</li> <li>4. Do not over reach. Keep proper footing and balance at all times</li> <li>5. Regular inspection and cleaning should be carried out to ensure the tool is in good working order</li> <li>6. Disconnect the plug from the power source before making any adjustment, changing accessories or storing power tools. PAT testing to be carried out on appliance.</li> <li>7. Correct use of required PPE at all times.</li> <li>8. only use 8 &amp; 10 mm staples</li> </ol>

<b>Hazard</b>	Electrical Saws
<b>Risk Of Harm</b>	Electrical Saws
<b>Existing Control Measures</b>	<ol style="list-style-type: none"> <li>1. Do not expose saw to damp conditions, rain or water.</li> <li>2. Ensure PAT testing has been carried out as required.</li> <li>3. Regular cleaning and inspection to be carried out to ensure the tool is in good working order</li> <li>4. Remove any clutter from work areas to ensure a full range of movement and clear of obstructions.</li> <li>5. Stay alert. Do not use under the influence of medication, drugs or alcohol.</li> <li>6. Ensure correct PPE is worn at all times to limit exposure to heated air and surfaces, as well as any airborne plastic or debris.</li> </ol>

<b>Hazard</b>	Laminate Cutter
<b>Risk Of Harm</b>	Cuts & Lacerations
<b>Existing Control Measures</b>	<ol style="list-style-type: none"> <li>1. Ensure the cutter is placed on sturdy and level ground before use</li> <li>2. Blades to be in good condition at all times with regular checks taking place</li> <li>3. Keep body parts away from blade when cutting</li> <li>4. Use of correct PPE at all times</li> </ol>

<b>Hazard</b>	Vacuum Cleaner
<b>Risk Of Harm</b>	Electrical & tripping
<b>Existing Control Measures</b>	<ol style="list-style-type: none"> <li>1. Checks to be in place for overall condition of Hoover, cord and attachments</li> <li>2. Ensure PAT test is conforming to current standards.</li> <li>3. Keep the cord length (if applicable) is kept to a minimum to avoid further hazards.</li> <li>4. Ensure the equipment is switched off before plugging in or unplugging from power source</li> </ol>

<b>Hazard</b>	Hazardous Substances
<b>Risk Of Harm</b>	Serious injury to self and others if not following the COSHH assessment correctly
<b>Existing Control Measures</b>	<ol style="list-style-type: none"> <li>1. Ensure you have a copy of the relevant COSHH assessment for the product using alongside the laminate</li> </ol>

<b>Hazard</b>	Manual handling
<b>Risk Of Harm</b>	Injury to self and others
<b>Existing Control Measures</b>	<ol style="list-style-type: none"> <li>1. Follow appropriate manual handling techniques at all times – see separate manual handling risk assessment. Ensure 2-man lift where necessary.</li> <li>2. Ensure safety boots are worn at all times</li> </ol>

<b>Hazard</b>	Working Alone
<b>Risk Of Harm</b>	No one may be aware if you are injured
<b>Existing Control Measures</b>	Control Measures: 1. If working alone please ensure you maintain hourly contact with Designer Contracts – if you need assistance please call the office immediately. 2. Inform the site manager that you are working alone so that they are aware to check on you 3. Please see separate lone working policy

<b>Hazard</b>	Confined Spaces
<b>Risk Of Harm</b>	Dust generation from cutting product or COSHH products could cause harm to yourself or others
<b>Existing Control Measures</b>	1. Ensure adequate ventilation at all times. 2. Dust generation on this activity is below the workplace exposure limit set by the HSE

<b>Hazard</b>	Knife & Saw
<b>Risk Of Harm</b>	Cuts & Laceration
<b>Existing Control Measures</b>	1. Ensure operatives hand and body parts are kept clear of moving blade during operation 2. Ensure constant eye contact is made with saw and item being sawn as distractions can cause you to loose control of equipment 3. Condition of blades and knives to be inspected prior to use. 4. Cut away from body and not across or on any body parts. 5. Store in a protective holder or tool box when not in use. 6. Correct use of required PPE at all times

<b>Hazard</b>	Hammer / Mallet
<b>Risk Of Harm</b>	Strike from hammer
<b>Existing Control Measures</b>	<ol style="list-style-type: none"><li>1. Check general state of hammer before use. Attention to be paid to handle condition and grip. Head of hammer is firmly attached to handle.</li><li>2. Keep work area well lit and free from debris.</li><li>3. Select a hammer that is comfortable to use and is the right size and weight for the task</li><li>4. Be aware of your surroundings and other workers.</li><li>5. Use of correct PPE at all times.</li></ol>