

# Risk Assessment Form (RA1)

<b>Directorate:</b> <i>Local Services</i>	<b>Service:</b> <i>Highways &amp; Neighbourhood Services</i>	<b>Reference:</b> <i>NS13</i>
<b>Activity:</b> General litter picking in common areas and highway lay-bys excluding trunk road verges and high speed roads. Removing waste from litter bins and dog bins		<b>Site:</b> Various throughout Northumberland
<b>People at Risk:</b> Environmental maintenance personnel		<b>Additional Information:</b> Health & Safety Policy, Health & Safety Executive Guidance, Driving & Vehicle Use Guidelines, Manual Handling Assessments, Associated Risk Assessments.

## Risk Evaluation

Hazard	Risk	Initial Rating (L, M, H,)	Existing Control Measures	Final Rating (L, M, H,)	Additional Action Required (action by whom and completion date)
Driving highway vehicles.	Serious Injury/fatality. Damage to vehicles/buildings.	High	<ul style="list-style-type: none"> <li>See risk assessment NS 9 Driving road vehicles.</li> </ul>	Low	None
Broken glass, metal objects. Hypodermic needles.	Cuts and infections such as <ul style="list-style-type: none"> <li>Tetanus,</li> <li>Septicaemia,</li> <li>Hapatitus B and HIV</li> </ul>	Medium	<ul style="list-style-type: none"> <li>See NS 16 Discovering and disposal of sharps</li> <li>Anti sharps protective gloves, safety footwear and ballistic trousers</li> <li>Litter picking tongs to be used</li> </ul>	Low	None
Manual Handling	Strains, pulled/torn muscles/ligaments.	High	<ul style="list-style-type: none"> <li>Provision of manual handling training</li> <li>Risk assessment of manual handling operations</li> <li>Use Wheelie Bins where appropriate</li> </ul>	Low	None

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Adverse weather	Injuries due to slipping. Injuries/damage due to vehicle skidding Parked vehicles	Medium	<ul style="list-style-type: none"> <li>• PPE issued</li> <li>• Program works to suit weather conditions</li> <li>• Warning lights on vehicles</li> </ul>	Low	None
First Aid	Untreated injuries.	Low	<ul style="list-style-type: none"> <li>• First aid box provided, mobile phone.</li> <li>• All accidents to be reported &amp; recorded.</li> <li>• Qualified first aiders.</li> </ul>	Low	None
Lone working	Verbal abuse, physical attack. Undetected accident.	Medium	<ul style="list-style-type: none"> <li>• Inform Team leader if a deviation from daily route is needed</li> <li>• Inform Team leader of any abusive or expected abusive behaviour</li> <li>• Ensure mobile phone is charged</li> <li>• In/out check system in place</li> </ul>	Low	None
Vicious & stray animals.	Lacerations and possible infection from bites.	Low	<ul style="list-style-type: none"> <li>• Approaching suspect animals to be avoided.</li> <li>• Petting of animals to be avoided.</li> <li>• Staff who feel under threat should remain in vehicle and contact supervisor for instruction.</li> <li>• Incidents to be reported to Team Leader</li> </ul>	Low	None
Biological agents	Infections: <ul style="list-style-type: none"> <li>• Tetanus</li> <li>• HIV</li> <li>• Hepatitis A &amp; B</li> <li>• Leptospirosis</li> </ul>	Medium	<ul style="list-style-type: none"> <li>• Vaccination.</li> <li>• Information &amp; instruction.</li> <li>• Supervision of work activities.</li> <li>• Provision of welfare facilities.</li> <li>• Maintaining high standards of hygiene</li> <li>• Bins have plastic bag liners to eliminate the need to handle contents</li> </ul>	Low	None

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Hazard	Risk	Initial Rating (L, M, H,)	Existing Control Measures	Final Rating (L, M, H,)	Additional Action Required (action by whom and completion date)
Exposure to extreme cold or hot temperatures	Possibility of hypothermia/heat stroke	Low	<ul style="list-style-type: none"> <li>• Provision of appropriate PPE.</li> <li>• Appropriate information &amp; instruction on the effects of cold &amp; hot temperatures.</li> <li>• Information on the effects of UV radiation from the sun.</li> <li>• Supervision of work activities</li> </ul>	Low	None
Moving vehicles	Hit by moving vehicle	Medium	<ul style="list-style-type: none"> <li>• Hi- Vis clothing to be worn at all times</li> <li>• Awareness of road vehicles</li> <li>• Warning lights on vehicle to be operating</li> </ul>	Low	None

<b>Contact Person...</b> Paul Long..... <b>Job Title:</b> ...Senior NEAT Team Leader..... <b>Date:</b> March 2011	<b>Review Date:</b> March 2012
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