



SCOPE OF WORKS		SURVEY DATE		MANDATORY REQUIREMENTS										
LOCATION (Description or W3W)		BEFORE PHOTO TAKEN?		Wear appropriate PPE (Helmet, mesh guard/ goggles, ear defenders, gloves, safety boots, trousers). Tools/Equipment to be regularly inspected and maintained by a competent person. Damaged or worn PPE , tools and equipment must not be used and must be replaced before continuing with works.										
WARDEN NAME		DATE START WORK												
JOB REFERENCE NO.		DATE COMPLETE WORK		OTHER REQUIREMENTS / Further comments										
ASSESSMENT DATE		AFTER PHOTO TAKEN?		Operatives must carry out a dynamic risk assessment on arrival at each site.										
ASSESSORS NAME		DATE JOB SIGN OFF												
ACTIVITY	HAZARD DESCRIPTION	WHO IS EXPOSED TO RISK <small>Operatives, general public</small>	RISK POTENTIAL			CONTROL MEASURES	HIERARCHY OF CONTROL <small>Eliminate, Substitute, Control, Ppe</small>				RESIDUAL RISK			
			H	M	L		E	S	C	P	H	M	L	
Set up Traffic Management	Traffic and other road users	Operatives, general public	H			Ensure vehicle beacons are activated. Use vehicle to protect operatives where possible. Set up traffic management as per Chapter 8 requirements. Only competent personnel to set up TM. Inspect regularly for fallen signs etc. Ensure sign and cones are clean. Follow Manual Handling training.			X				M	
General	Manual Handling activities - Back	Operatives		M		Follow Manual Handling training when moving tools and equipment. Ensure correct use of			X					L
Personal hazard	Slips, trips, falls - Injury	Operatives		M		Ensure routes are clear of obstacles, trip hazards & indentations in ground. Ensure good tread			X	X				L
	Weather	Operatives, general public			L	As above. Beware of wet surfaces. Assess whether works can be carried out if conditions are			X					L
Handling sharps	Blood born diseases (HIV, Hepatitis)	Operatives		M		Always assume sharps are present and be vigilant. Never place hands in gullies or other pits			X					L
Use of Hand Tools	Injury through misuse or failure	Operatives		M		Select the right tool for the job and use it only for the job it was intended. Use insulated tools			X	X				L
Contact with gully waste/	Leptospirosis (Wiels Disease)	Operatives	H			Wash hands before eating, drinking & smoking. Cover cuts, abrasions & open wounds with			X	X				L
Site access through heavy	Slip, trips & falls, cuts to face & body	Operatives	H			Assess site prior to works for hazards & notify Supervisor. Wear suitable safety boots with			X	X			M	
Snakes, insects and other animals	Bites, infection	Operatives		M		Inspect site prior to starting work for any potential sources invertebrates and reptilia. Be			X	X				L
Pulling Weeds	Cuts to hands, pulled muscles,	Operatives		M		Ensure suitable gloves are provided and worn. Take care when pulling. If allergic reaction			X	X				L
Protruding branches	Cuts, Eye injury	Operatives		M		Be aware of your surroundings and where suitable eye protection where necessary.			X	X				L
Fly tipped materials, asbestos	Exposure to hazardous substances	Operatives		M		Do not disturb or interfere with fly tipped materials unless absolutely certain its not hazardous. Stop work and contact the Clerk for advice.			X					L
Further Site Specific / Dynamic Risk Assessments notes / follow up notes as required.														