A full risk assessment MUST be completed **every time the site conditions change**.

In the event that the works do not meet the criteria of the risk assessment, the works **MUST cease** and contact needs to be made with the Supervisor.

**Office Use ONLY**

|  |  |
| --- | --- |
| **Address:** |  |
| **Road Speed:** |  |
| **Traffic Management:** |  |
| **Is Road Traffic Sensitive?** | **YES / NO Traffic Sensitive Times:** |
| **Works Reference Number:** |  |

|  |  |
| --- | --- |
| **YES** | **NO** |
| Has environmental screening been completed? |  |  |
| Have the repair crew been briefed on all permit conditions and any extra requirements for the work? *(e.g. manual control of lights between \*am and \*pm)* |  |  |
| Is all of the relevant paperwork attached to this risk assessment for the repair crew? *(e.g. utility plans, permit conditions, copy of permit, work instructions, method statement etc.)* |  |  |
| Are the plans that have been provided adequate and clear? |  |  |
| Has this site already been attended previously? If **YES**, is there anything learnt from the previous visit that needs to be briefed to the new repair crew? |  |  |

Name: Signature:





**On Site Risk Assessment**

|  |  |
| --- | --- |
| **YES** | **NO** |
| **Competency & PPE** |
| Are you trained, competent and authorised to do this work? |  |  |
| Is your method statement available and understood? |  |  |
| Do you have all of the correct PPE required to do this work safely? *(Hard hat, safety boots, protective overalls, protective goggles, ear defenders, dust masks, reflective vests)* |  |  |
| If **YES** is your PPE suitable and in good condition? |  |  |
| **Environment** |
| Are the works being completed out of hours? |  |  |
| Are there any environmental issues *(noise pollution, vegetation, tree roots, wildlife etc.)?* |  |  |
| If you have answered **YES** to either of the above - have Environmental Health been contacted? |  |  |
| Are the weather conditions acceptable for the works to continue? |  |  |
| Is there enough light and space to start work? |  |  |
| **Site Set-Up** |
| Do you have the right amount of signing, lighting and guarding to set up this site safely? |  |  |
| Is your signing, lighting and guarding in good condition? |  |  |
| Is the intended traffic control suitable?  |  |  |
| Are the road widths wide enough for the intended traffic management? |  |  |
| Do approaching road users have enough visibility of the works? |  |  |
| Are the works near any railway or level crossings? |  |  |
| Will the works restrict the access to premises? Has the customer been consulted? |  |  |
| Are there any businesses/schools/emergency services/bus stops/care homes etc. nearby? Do they have enough access to their premises? |  |  |
| Are the works close to a junction? |  |  |
| Are the works close to a bend/hill/roundabout? |  |  |
| Are there any overhead cables? |  |  |
| Is the minimum width able to be maintained on the footway? |  |  |
| What are the options for pedestrians? |  |  |
| Has wheelchair, pushchair and mobility scooter access been considered? |  |  |
| Will someone come along the road or footway and understand exactly what is happening and what is expected of them? |  |  |
| Are the repair crew able to maintain safe access to and from site? |  |  |
| Does your site meet the safety requirements of the Safety at Street Works and Road Works Code of Practice (Red Book)? |  |  |
| **Excavation** |
| Has a CAT & Genny been used to establish other underground apparatus? |  |  |
| Is your CAT & Genny calibrated? |  |  |
| Do you have the right tools and equipment to carry out the dig? |  |  |
| Is the excavation over 1.2m deep, is trench support required? |  |  |
| Are there any extra provisions that need to be made to make this excavation safe? |  |  |
| Are there any live conductors or cables exposed? |  |  |
| Is there any risk of back feed or local generation? |  |  |
| **Manual Handling** |
| Is any lifting required?  |  |  |
| If **YES** has the asset load, route etc. been considered? |  |  |
| **Materials** |
| Is your plant stored in a suitable and safe area? |  |  |
| Do you have fuel on site?  |  |  |
| If **YES** do you have drip trays/spill kits? Is the fuel in the correct containers? |  |  |
| Are there clear means of raising an alarm if a potential hazard arises? *(e.g. gas leak)* |  |  |
| **Confined Space** |
| Is the access by a stairway? |  |  |
| Is being able to exit in an emergency safe and relatively quick? |  |  |
| Are there unknown oxygen levels in the atmosphere? |  |  |
| **Unattended Sites** |
| Do any of the signs or barriers need lamps? |  |  |
| Do the signs and barriers need to be weighted? |  |  |
| Is all of the plant and material stored in a safe place? |  |  |
| Are footway or carriageway boards required over an open excavation? |  |  |
|  |  |  |
| Did contact need to be made with your site supervisor? If so, why and what was the outcome?Other Comments: |

**THIS IS YOUR RISK ASSESSMENT WITH YOUR SIGNATURE**

Name:Signature: