

**ELECTRATEST – GENERIC RISK ASSESSMENT - PART B
WORKSHOP PREMISES**

1. VISITING CLIENTS PREMISES	
HAZARDS	PRECAUTIONS / PROCEDURES
<p>Clients:</p> <ul style="list-style-type: none"> ➤ Work activities/processes ➤ Location 	<p>Fill in the visitors book at reception</p> <p>Comply with the clients procedures /rules for contractors:</p> <ul style="list-style-type: none"> ➤ Site induction ➤ Access and egress requirements ➤ Fire and evacuation ➤ Personal protective equipment ➤ Prohibited areas

2. PORTABLE APPLIANCE TESTING	
HAZARDS	PRECAUTIONS / PROCEDURES
<p>Contact with live cables/surfaces</p> <ul style="list-style-type: none"> ➤ Electrocutation ➤ Electric shock ➤ Burns ➤ Fire ➤ Property damage ➤ Equipment damage 	<p>All electrical work must be carried out by trained and competent person</p> <p>Follow written electrical test procedures</p> <p>Use correct testing equipment</p> <p>Isolate and disconnect from mains</p>

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4. LIGHTING	
HAZARD	PRECAUTIONS / PROCEDURES
<p>Low levels of lighting</p> <ul style="list-style-type: none">➤ Slips, trips and falls (resulting in serious injury)	<p>No work is to be carried out without adequate lighting:</p> <ul style="list-style-type: none">➤ Ensure that the lighting levels are adequate to enable the inspection and test to be carried out safely➤ Where necessary obtain and use 110v portable task lighting

5. HAND TOOLS	
HAZARDS	PRECAUTIONS / PROCEDURES
<p>Using hand tools</p> <ul style="list-style-type: none">➤ Inappropriate use (resulting in a major injuries)➤ Defective /damaged tools	<p>Hand tools should be kept in good condition and inspected prior to use</p> <p>The correct tool should be used for the task</p> <p>Defective tools should not be used</p>

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6. HAZARDOUS SUBSTANCES / MATERIALS	
HAZARDS	PRECAUTIONS / PROCEDURES
<p>Exposure to toxic, harmful, irritant or corrosive substances causing acute and/or chronic ill health</p> <p>Fire and/explosion</p>	<p>Comply with the clients procedures /rules for contractors</p> <p>Adhere to information, mandatory and/or warning signs</p> <p>Keep out of all hazardous areas</p>

7. NOISE	
HAZARDS	PRECAUTIONS / PROCEDURES
<p>Noise induced deafness</p> <p>Tinnitus (ringing/noise in the ear)</p> <p>Stress</p> <p>Fatigue</p> <p>Inability to concentrate</p>	<p>Comply with the clients procedures /rules for contractors</p> <p>Adhere to mandatory signs e.g. “ear protection zone” (ear protection must be worn whilst working in the zone)</p> <p>Note:</p> <p>As a rule of thumb, if you need to raise your voice to talk to another person who is standing approximately 1m away then ear protection should be worn</p>

8. EXPLOSIVE ATMOSPHERE / HIGHLY FLAMMABLE SUBSTANCES	
HAZARDS	PRECAUTIONS / PROCEDURES

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<p>Arcing from electrical equipment Fire and/explosion</p>	<p>Comply with the clients procedures /rules for contractors</p> <p>Comply with permit-to-work procedures where applicable</p> <p>You intrinsically safe equipment when required and available</p> <p>Adhere to information, mandatory and/or warning signs</p> <p>Keep out of all hazardous areas</p>
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9.	CONFINED SPACE/AREA
HAZARDS	PRECAUTIONS / PROCEDURES

<p>Excess and/or lack of oxygen Toxic gases /vapours Fire and/explosion Engulfment Slips trips and falls</p>	<p>Avoid entry wherever possible. Do not enter a confined space unless trained to do and then:</p> <ul style="list-style-type: none"> ➤ Comply with the clients procedures /rules for contractors ➤ Devise a safe system of work ➤ Comply with permit-to-work procedures where applicable ➤ You intrinsically safe equipment when required and available ➤ Adhere to information, mandatory and/or warning signs
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10.	MANUAL HANDLING
HAZARDS	PRECAUTIONS / PROCEDURES

Muscular skeletal disorders	Avoid, assess, reduce
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<p>Strains/pulled muscles and ligaments Back injuries Cuts and bruises</p>	<ul style="list-style-type: none">➤ Avoid, use mechanical means if at all possible➤ Assess, the weight, reduce into smaller packages/loads➤ Decide if one or two persons are required for the lift➤ Use kinetic handling techniques➤ Where the correct personal protective equipment
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