Risk Assessment – Use of Hand-Held Tools SDS Chisel/Drill/Breaker.

Company:	SES Engineering (Newark) Ltd	**Date:**	16.05.2022	**Review Date:**	16.05.2023	**Ref:**	SES/0067

Operation:	Use of Hand Tools.	**Persons at risk:**	Employees, 3rd parties

HAZARD	**Assessment**			**CONTROL MEASURES TO REDUCE THE RISK**	**Re-assessment**		
	S	**L**	**R**		**S**	**L**	**R**
Sprains & Strains.	**3**	**3**	**9**	Always use the correct tool for the job being worked on. During repetitive work (hammering/sawing) share the task or take regular breaks to do alternative work.	**3**	**1**	**3**
Flying particles.	**3**	**3**	**9**	Safety glasses/goggles/face shield to be worn when using hand tools. Screens must be used to protect other employees and 3rd party personnel.	**3**	**1**	**3**
Lacerations.	**3**	**5**	**15**	Ensure sharp edges of tools are protected when stored or carried. If the hand tool has a safety guard it must be correctly fixed to the tool and used during every application. Always keep hands behind the cutting edge. Only use with adequate protection installed to prevent materials from falling wherever possible.	**3**	**1**	**3**
Falling from height.	**4**	**4**	**16**	All hand tools used at height where there is a risk of them falling must be securely stored. With adequate protection installed to prevent materials falling.	**4**	**1**	**4**
Slips/Trips/Falls	**3**	**3**	**9**	After use, all hand tools must be correctly stored away.	**3**	**1**	**3**
Noise.	**3**	**4**	**12**	Ear protection is to be worn where required, display signage to warn other personnel in the vicinity.	**3**	**1**	**3**
Injuries from insufficient lighting.	**3**	**3**	**9**	When using hand tools ensure there is adequate lighting to enable the task to be done safely.	**3**	**1**	**3**
Injury from damaged equipment.	**3**	**5**	**15**	Only well-maintained tools that conform to British Standards to be used. Prior to use check all tools for wear and tear and damage. Any worn or damaged equipment must be returned to the stores or disposed of.	**3**	**1**	**3**

Noise.	**3**	**5**	**15**	Impact upon local surroundings to be risk assessed independently. Where possible engineering measures to be introduced to eliminate/reduce noise to an acceptable level – silencers/noise abatement barriers. Noise assessment to be carried out, hearing protection zones to be implemented and clearly marked and visible. Ear defenders of an appropriate rating to be used.	**3**	**1**	**3**
Vibration.	**3**	**4**	**12**	Consult information provided and do not exceed maximum working periods for equipment being used. Take scheduled breaks from works. Job rotation should be implemented wherever possible. Ensure the correct tools are used for specific jobs. Tools should be maintained and repaired regularly. If you are not satisfied with any tools/machinery and believe them not to be safe then consult management immediately. Cold weather can increase the effects of vibration, use gloves to keep hands warm to prevent this. Gloves must always be worn when using tools with an increased risk of vibration. HAVS.	**3**	**1**	**3**
Eye injury.	**3**	**5**	**15**	Impact resistant safety goggles to be worn at all times. Exclusion zones around the work area to prevent other operatives being struck by flying particles. Screens should be put in place if 3rd parties could be affected.	**3**	**1**	**3**

Likelihood →	**Likely**	**Probable**	**Possible**	**Unlikely**	**Very unlikely**
↓ Severity	(5)	(4)	(3)	(2)	(1)
Death (4)	20	16	12	8	4
Major Injury (3)	15	12	9	6	3
Minor Injury (2)	10	8	6	4	2
No Injury (1)	5	4	3	2	1

KEY: **S** = Severity

L= Likelihood

R= Risk rating

12-20 High risk
8-10 Medium risk
1-6 Low risk

PPE Required:

Hard hat	Y
High vis clothing & boots	Y
Eye/ ear protection	Y
Suitable gloves	As necessary
Respiratory equipment	As necessary
Safety harness	As necessary

Risk assessment to be reviewed every 12 months or following an accident / incident.