



RISK ASSESSMENT

(SITE HOUSEKEEPING)

Document No: ABC-HSE-00-F

Date of issue: XX-XX-XXXX

Revision:00

Page **1** of **5**

Date:							Date Of Assessment:				
Project / Location:							Date Of Next Assessment:				
Task / Activity		Site Housekeeping					Assessed by:				
No.	Hazards	Risks	Risk Level			Control Measures	Residual Risk			Action By:	
			L	S	R R		L	S	RR		
1.	<ul style="list-style-type: none">Storage of large diameter sewer pipes.Pipes may be fall over if stored upright or incorrectly stacked.Weight of pipes may compromise trench or excavation safety.Storage of building materials, equipment or other items.Risk of slips, trips and falls.Risk of blocking access routes for emergency fire services.Inappropriate disposal of food waste.Poor housekeeping within welfare facilities.Risk of attracting vermin and subsequent Weil’s disease or similar biological hazard induced illness.Inappropriate disposal of site general waste.Risk of slips, trips and falls. Risk of arson attack.	<ul style="list-style-type: none">Pipes can shift, potentially causing injury or damagePotential for pipes to fall, causing crush injuries.Potential collapse or trench failure from pipe weight.Risk of materials or equipment becoming dislodged or obstructing walkwaysPotential injuries from slips, trips, and falls due to uneven or cluttered surfacesObstructed routes could delay emergency response times.Attracts pests, leading to hygiene issues and potential health hazards.Increased risk of contamination and the spread of illnesses.Potential for vermin-related illnesses in unsanitary areas.	3	5	H	<ul style="list-style-type: none">Where practicable all large pipes should, be laid out along the line of trenches or excavations.All pipes should be suitably wedged to prevent rolling.Where it is not practicable to string out the pipes they should be stacked as may be within the manufacturer’s instructions.Pipes should not be laid out within at least 3 metres of a trench or excavation face.Wherever practicable, building materials should be delivered to site on a ‘just in time’ basis to avoid congestion.The West shield project specific risk assessment should identify suitable storage and delivery areas.Site staff must be provided with instruction regarding the hazards of vermin encroachment and the importance of proper waste disposal.Waste bins should be sufficient in numbers and have suitable tight fitting lids and be emptied regularly.	1	5	L	Project Manager Project HSE Engineer/Supervisor/ Operators	



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Date of issue: XX-XX-XXXX

Revision:00

Page **2** of **5**

- Pollution, environmental hazards, and attraction of pests
- Injury from falls and potential damage or injury from arson.

- Waste bags should not be allowed to accumulate outside site cabins etc. and should be disposed of immediately in waste skips.
- Waste skips should be emptied on at least a weekly basis if containing food waste or similar.
- Welfare cabins should be swept on a regular basis and surfaces where food is prepared or stored should be periodically cleaned with a suitable disinfectant cleaner.
- A person should be appointed and sufficient time and resources allocated so that site welfare facilities are cleaned and tidied on at least a weekly basis.
- Waste bins should be disinfected on a regular basis.
- Waste bags, boxes, broken pallets, building materials, wrappings, off-cuts or other general site waste should not be allowed to accumulate in pedestrian walkways or traffic routes etc. and should be disposed of in waste skips.
- West shield employees and Contractors must be instructed that waste materials created as a result of their work undertaking must be disposed off at the end of each working shift.
- Waste skips should be emptied when full.
- Referral must be made to assessments 2 regarding security.



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Revision:00

Page **3** of **5**

Risk Matrix

SEVERITY								Consequences: 6 – Catastrophic – Multiple fatalities 5 – Major - Single Fatality 4 – Serious – Permanent disability 3 – Moderate – Lost Time Injury 2 – Minor – Medical Treatment 1 – Insignificant – First Aid Case
LIKELIHOOD		Insignificant	Minor	Moderate	Serious	Major	Catastrophic	
	1	1	2	3	4	5	6	
	2	2	4	6	8	10	12	
	3	3	6	9	12	15	18	
	4	4	8	12	16	20	24	
	5	5	10	15	20	25	30	
	6	6	12	18	24	30	36	
	24 - 36	Extreme	Immediate action required, Activity should not to proceed in current form					
	15 - 20	High	Prompt action required, including interim actions. Activity should be modified to include remedial action and planning.					
	8 - 12	Medium	Schedule action including any interim countermeasures e.g. implement safe work procedures, signage, instructions					
	4 - 6	Low	Activity can operate subject to management and or modification,					
	1 - 3	Very Low/ Negligible	Risk almost certainly acceptable, no action required unless escalation of risk is possible					



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Revision:00

Page **4** of **5**

Likely Frequency:

Likelihood (of Adverse Event Occurring)			
	Description	Health & safety	Environmental
6	Almost certain or imminent	Occurs all the time	Continuous or will happen frequently
5	Highly likely	Common occurrence, Occurs multiple times in a year	Happens 5 – 10 times per year
4	Likely or could occur	Known to occur in the last 12 months	1 – 5 times per Year
3	Not likely, but possible	Has occurred in an industry worldwide	Once every 5 years
2	Unlikely	Has not occurred in over 10 years of the same activity	Not happened in over 10 years
1	Rare	Theoretically possible, but not expected to occur	theoretically possible, but not expected to occur

Prepared by: HSE Engineer		Reviewed by: HSE Manager		Approved by:	
Sign:	Date:	Sign:	Date:	Sign:	Date:



**HSE
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Page **5** of **5**