


## RISK ASSESSMENT SHEET – Site Risk Register

Prepared for:			
Site:			
Work Activity:			
Project No.:		Work scope	General site works
Created by		Date	

5 x 5 Risk Matrix							<b>Risk Rating</b> 
LIKELIHOOD	5	5	10	15	20	25	
	4	4	8	12	16	20	
	3	3	6	9	12	15	
	2	2	4	6	8	10	
	1	1	2	3	4	5	
		1	2	3	4	5	CONSEQUENCES

### Risk Rating (Likelihood x Consequence)

**16-25 = High Risk:** - Action required to eliminate or reduce risk

**9-15 = Medium Risk:** - Action required to reduce or control risk

**1-8 = Low Risk:** - No action required but review where necessary

Activity / Process	Hazard	Risk	Those affected	Initial Risk Rating =			Controls introduced in order to reduce risk	Final Risk Rating=		
				L	C	R		L	C	R
Removal of large window frames and glass	Manual handling, Glazing of product, Trips & Slips, Broken Glass, De-glazing of product	Injury from the fall of materials Falls from heights. Cuts, bruising	Employees, Sub-Contractors, Visitors & General Public	4	4	16	1. Storage of glass must be dry and secure and accessible with sufficient space for safe handling glass should be placed on edge, in a near vertical position and restrained to prevent blowing over. 2. Steps must be taken to exclude people from work areas if glazing is to be undertaken overhead to protect all those in and around site working area. 3. Place all broken glass into suitable bins and dispose of in proper skips. 4. Before lifting the glass, a visual and physical check must be made. 5. When lifting glass suction grips to be fitted and made secure.	1	4	4

## REMOVAL OF LARGE WINDOW FRAMES AND GLASS

					<ol style="list-style-type: none"> <li>6. When moving by hand the feet should be set apart at about 45 degrees to the face of the glass with the knees bent with the back hollowed and kept straight as possible. After gripping the glass with protected fingers and palms, it should be lifted by straightening the leg at the knees.</li> <li>7. P.P.E is essential i.e. Safety harness and lanyards, cut resistant safety gloves, hard hats, safety footwear, wrist guards, hand protections, eye protection</li> <li>8. All persons handling glass should be given the relevant training instruction and information on safe glass handling and manual handling.</li> <li>9. Man-safe system installed (Roof man anchor and arrestor block).</li> <li>10. IPAF trained operatives with safety harness to carry out works only.</li> <li>11. Suction grips fitted securely to prevent window from moving whilst the hinges are being drilled out.</li> <li>12. Glass to be carried at the side of the body pointing forward.</li> <li>13. Do not handle glass on slippery surfaces.</li> <li>14. Get assistance when handling is beyond the capacity of one person.</li> <li>15. Use mechanical aids where possible for manual handling tasks.</li> <li>16. Barriers, safety signage to be displayed.</li> <li>17. Demarcation route to be put in place.</li> <li>18. Banksman present during the lifting process</li> </ol>	
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								<p>Other:</p> <p>1. Anti vibration gloves may be required</p>
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**ENSURE THAT THE CORRECT PPE FOR THE TASK IS WORN AT ALL TIMES.**

This risk assessment should be read in conjunction with all relevant method statements, safe systems of work and associated risk assessments as detailed on the Risk Assessment Briefing Record

All relevant H&S information will be relayed to staff through inductions, toolbox talks and Information displayed around site.

## Method Statement Briefing Record

**Briefing delivered by:**

**Position:**

**Date:**

## REMOVAL OF LARGE WINDOW FRAMES AND GLASS

We (the undersigned) have read and understood the attached method statement and will comply with the specified requirements and control measures. If the work activity changes or deviates from that originally envisaged, we will seek further advice and request an amended method statement.

Name (Print)	Signature	Date