Template only MUST modify to site conditions

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Site / Area: |  | Date of Assessment |  | Risk Assessment # | **053RA** |
| Completed by (name) |  | Signature |  | | |
| In Consultation with: |  | Signature |  | | |
| Identify / describe activity, equipment, area or event you are assessing: | | | Hedge Trimmer - Electric | | |
| Authorised by: |  | Signature: |  | Date: |  |
| **In conjunction with this risk assessment, training / education and development of a relevant SOP may be required.** | | | | | |
| **Step 1:** **Identify the hazard/s / Impact:**What do you believe are the hazards? What could happen? | | **Step 2: Assess the potential risks:**  What do you believe are the risks?  How could this happen? | | **Step 3: Reducing the risk:**  What do you believe can be done to reduce the risk?  Controls | |
| **Electricity**   * Frayed / loose cords * Rattling plugs * Water on electrical equipment * Cutting cords | | * Electric Shock. * Electrocution. * Fire * Burns | | * Visually check the connecting cord, plug and extension cord for damage. * Never use damaged cords, plugs or extension cords. * Receptacles of extension cords must be splash-proof. * Position the power supply cord so that it cannot be damaged or a trip hazard * Regularly tested and tagged. * If a fixed RCD is not installed use a portable RCD. * Keep well clear of electric power lines. * Never work with the power tool in the rain or in wet or very damp locations. * Do not leave the power tool outdoors in the rain. * Position the connecting and extension cords correctly:   + Do not place on edges, pointed or sharp objects.   + Do not squeeze through gaps in doors or windows.   + If cords are twisted – unplug the power tool and straighten them out. * Always unwind the extension cord completely from the cable drum to reduce the risk of fire from overheating. * Do not operate when raining or in wet areas. * Fire Ban Days – do not use hedge trimmer. | |
| **Machinery & Equipment**   * Injury from the cutting blades. * Hit by flying objects * Hot gear box * Entanglement * Impact & cutting injuries * shearing | | * Amputations * Cuts * Abrasions * Eye injury * burns | | * Wear appropriate gloves. * If the cutting blades become jammed by thick branches or other obstructions, switch off immediately and disconnect the plug from the power supply before attempting to free the blades. * Do not allow bystanders within 5 meters of your own position * Inspect the hedge and work area to remove stones, rocks, pieces of metal and other solid objects. * Wear proper protective equipment (PPE) and clothing and ensure where necessary the PPE complies with Australian Standards. For example:   + Hearing protection, e.g. earplugs or ear muffs.   + Safety glasses / face shields   + Hard hats.   + Wear steel-toed safety boots with non-slip soles.   + Work gloves. * Ensure all clothing, gloves or other such items are kept clear of moving parts when in use. * Do not touch hot gear box housing | |
| **Noise**   * Inappropriate hearing protection | | * Hearing loss | | * Wear hearing protection, e.g. earplugs or ear muffs. * If workers wear hearing protection frequently they must be sent for an audiometric test once every 24 months. | |
| **Gravity**   * Slips, trips and falls * Working at heights | | * Fractures * Broken limbs * death | | * Clear away fallen branches, scrub and cuttings. * Watch out for obstacles such as roots and tree stumps which could cause you to trip or stumble. * Make sure you always have good balance and secure footing. * Never work on a ladder * Never work on an insecure support. * Never operate your power tool with one hand. * Where appropriate use an elevated work platform or Miniskaff. | |
| **Hazardous Manual Tasks**   * Incorrect storage of equipment * Sustained or awkward postures * High or sudden force * Vibrating equipment * fatigue | | * Muscular Skeletal injuries * Sprains / strains * Occupational Overuse Syndrome * Whitefinger disease | | * Hold the brush cutter by both handles. * Wear any harness that is supplied, ensure it is correctly fitted and visually check the webbing for damage. * If having to bend to cut material do not work in this manner for prolonged periods. * Wear heavy-duty gloves. * Do not use for prolonged periods of time. * Continual and regular users should monitor closely the condition of their hands and fingers. If tingling sensations in fingers appear seek medical advice. Use a hedge trimmer with anti-vibration mountings. | |
| **Airborne Contaminants**   * Dust | | * Respiratory Disease | | * If dust levels are very high, wear a suitable respirator. * Ensure hedge trimmer is only operated where there is adequate ventilation (e.g. outdoors) * If the hedge is very dusty or dirty, spray the blades with a resin solvent from time to time during cutting. This helps reduce blade friction as well as the aggressive effects of sap and the build-up of dirt particles. | |
| * **Exposure to Heat and UV radiation** | | * Sunburn * Skin cancer * Heat stress | | * Wear appropriate UV protection. For example;   + Clothing,   + Hats,   + Sun glasses,   + Sunscreen * Summer, work in coolest parts of the day * Access to cool potable water | |
| * **Working in Isolation** | | * Multiple injuries | | * Ensure a nominated person is informed of the task being conducted, location and length of time of the task. * Where possible have two way communication. * Ensure your mobile phone is charged. * If possible have 2 persons conducting the task. | |
| * **Transporting the Hedge Trimmer** | | * Cuts | | * Always fit the blade guard (scabbard) before carrying your hedge trimmer short distances. * Carry the power tool by the handle with the cutting blades behind you. | |
|  | |  | |  | |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Review hazard / risk assessment if task or circumstances change & at intervals appropriate to the level of risk (minimum 5 years)** | | | | | | | | |
| **Step 4: Monitor & Review:** | | | | | | | | |
| Were the controls effective? | | | | Were there any unforeseen hazards / incidents? | | | | New controls |
| Yes |  | No |  | Yes |  | No |  |
|  | | | |  | | | |  |