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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Site / Area: | | |  | | Date of Assessment | | |  | | Risk Assessment # | | **065RA** |
| Completed by (name) | | |  | | Signature | | |  | | | | |
| In Consultation with: | | |  | | Signature | | |  | | | | |
| Identify / describe activity, equipment, area or event you are assessing: | | | | | | | | **Pan Brake – Hand Operated** | | | | |
| 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:**  Template only MUST modify to site conditions  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 | | |
| **Machinery & Equipment**   * Operation of the Plant (Mechanical Hazard) | | | | | * Crush, nip or trap injury to a persons fingers or hand * Worker injured while conducting maintenance on the plant * Worker / others receives a laceration from handling sheet metal * Eye injury from metal that may fracture / fragment from the clamping and bending process | | | | | * Regular workplace inspections are conducted * Hands are kept clear at all times during operation of the plant * Worker/students are provided with personal protective equipment (PPE) * When plant not in use, the clamping bar and bending beam actions are locked-out. * Operators to removal all jewellery, tuck in loose clothing and tie back long hair. | | |
| **Hazardous Manual Tasks**   * Poor work area design * Limited workspace available | | | | | * Bending/stooping to pick up products * Moving projects on/off the cutting table | | | | | * Plant is set at a suitable height to minimise stooping * Trolleys are available for moving items if required * All workers and / or students are trained in safe manual handling techniques | | |
| **Machinery & Equipment**   * Hit by moving object | | | | | * Contusions * Concussion * Sprain / strain | | | | | * Safe working zone around the plant has been clearly defined by yellow safety lines (or similar) | | |
| **Gravity**   * Slips, trips & falls | | | | | * Sprains, strains * abrasions | | | | | * Nonslip footwear worn * No cords affecting walkways or work areas immediately around the plant * Procedures are in place for the disposal of all waste materials around the pan brake. | | |
| **Other:** | | | | |  | | | | |  | | |
| **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 |  |
|  | | | | |  | | | | |  | | |
| Name: | |  | | | Signature | |  | | | Date |  | |