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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Site / Area: | | |  | | Date of Assessment | | |  | | Risk Assessment # | | **077RA** |
| Completed by (name) | | |  | | Signature | | |  | | | | |
| In Consultation with: | | |  | | Signature | | |  | | | | |
| Identify / describe activity, equipment, area or event you are assessing: | | | | | | | | **Sliding Table Saw** | | | | |
| 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 | | |
| **Electricity**   * Damaged electrical cord * Electrical fault within the piece of machinery * Overloading power sockets | | | | | * Electric shock/burns * Electrocution * Fire * Equipment Damage * Unable to stop the plant in an emergency (Operational controls and e-stop) | | | | | * Visual inspections before use * All faults reported immediately * Ensure electrical equipment is in good working order (testing and tagging) * Residual current device (RCD) push button tested according to legislative requirements * RCD time tested according to legislative requirements * Fire wardens are trained in fire extinguisher use and emergency evacuation * Trained operators only use the equipment * Plant is fitted with standard on/off control panel and twist/lock-off style emergency stop switch | | |
| **Gravity**   * Slippery surfaces * Inappropriate footwear * Obstructed or cluttered work area around the machine * Uneven floor surface | | | | | * Slip, trip, fall * Concussion * Fracture | | | | | * Good housekeeping practices * Nonslip footwear * Exclusion zones around machinery * Maintain a clear workspace in and around the machine * Provide non-slip floor surfaces that give a firm foothold | | |
| **Hazardous Manual Tasks**   * Bending/stooping to cut timber * Moving projects on/off the cutting table * Variation in material size, shape, weight * Poor work height due to fixed height of worktable | | | | | * Sprains & strains * Fatigue | | | | | * Plant is set at a suitable height to minimise stooping * Trolleys are available for moving items if required * Use of correct manual handling techniques * Limited time using machinery | | |
| **Noise**   * Noise from machinery operation and production processes | | | | | * Potential hearing loss/impairment * Workers / others cannot communicate due to noise * Different woods creating varying noise levels when being processed * Various machines in the area operating simultaneously | | | | | * Hearing protection is available if required * Workers have audiometric testing (hearing tests) every 2 years * Local acoustic dampening to reduce noise levels * Hearing protectors used by all people accessing the workshop * Warning signs displayed in the workshop | | |
| **Machinery & Equipment**   * Guarding is inadequate * Parts disintegrating and / or being ejected * Blade not attached correctly | | | | | * Laceration or amputation to a worker / others fingers or hand * Worker injured while conducting maintenance on the plant * Worker / other could receive an eye injury from flying particles * Cutting blade tips could disintegrate and injure a worker / other | | | | | * Plant has OEM guarding on cutting blade * Regular workplace inspections are conducted * Cutting blades are regularly sharpened and inspected * Worker / others are provided with personal protective equipment (PPE) * Workers are trained in plant maintenance, and all equipment is “locked-out” electrically when maintenance is undertaken | | |
| **Airborne Contaminants**   * Dust, vapours | | | | | * Asthma * Irritation to the lungs * High speed sanding * Ventilation/extraction system poorly maintained | | | | | * Provide and maintain local exhaust ventilation * Wear protective personal equipment (PPE) such as face masks * Regularly vacuum dust and sawdust * Note: DO NOT use compressed air to remove dust from skin or clothing * Preventative Maintenance Schedule in place | | |
| **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 |  | |