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| --- | --- | --- | --- | --- | --- |
| Site / Area: |       | Date of Assessment |       | Risk Assessment # | **079RA** |
| Completed by (name) |       | Signature |       |
| In Consultation with: |       | Signature |       |
| Identify / describe activity, equipment, area or event you are assessing: | **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:**What do you believe are the risks?Template only MUST modify to site conditionsHow 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
 | * Visual inspections before use
* Cables are checked to ensure they are free from damage, do not have any non-standard joints or show any signs of overheating
* 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
* Machines are serviced by a competent person and service records kept as part of the maintenance schedule
* Defective electrical equipment shall be clearly identified, labelled as out of use and stored separately to prevent accidental use. Ensure all faults are recorded in logbook. Ensure any previous faults have received attention. Report defects to person in control of workplace to ensure all items are repaired or replaced
* Equipment is disconnected or isolated when not in use
* Fire wardens are trained in fire extinguisher use and emergency evacuation
 |
| **Gravity*** Slippery surfaces
* Inappropriate footwear
* Trip hazards
 | * Slip, trip, fall
* Concussion
* Fracture
 | Good housekeeping practices* Nonslip footwear
* Workplace inspections
* Exclusion zones around machinery
 |
| **Hazardous Manual Tasks*** Bending/stooping to cut timber
* Moving projects on/off the cutting table
 | * Sprains & strains
* Fatigue
 | * Plant is set at a suitable height to minimise stooping
* Trolleys are available for moving items if required
* Limited time using this piece of machinery
 |
| **Noise*** Loud machinery in an indoor environment (classroom)
 | * Potential hearing loss/impairment
* Workers/students cannot communicate due to noise
 | * Hearing protection is available if required
* Workers have audiometric testing (hearing tests) every 2 years
 |
| **Machinery & Equipment*** Guarding is inadequate
* Parts disintegrating and / or being ejected
* Blade not attached correctly
* Contact with blade
* Kick Back
* Contact with drive mechanism
* Direct contact with moving parts
* Contact by persons other than the operator with moving machinery
* Unsecured machine / unsecured work piece
* Flying fragments
 | * Worker / others receiving a laceration to their fingers or hand from contact with the cutting blade.
* Worker/student becoming entangled in moving parts of the plant
* Timber products “kicking out” and hitting a worker / other
 | * Preoperational checks are completed
* Safety glasses are worn
* The top of the cutting blade is guarded with the OEM guard
* Machine securely fixed to the floor or bench and appropriate clamps/jigs in place to ensure that work pieces are secured, where applicable
* Regular workplace inspections are conducted
* No loose clothing or items worn while using machinery
* Workers are trained in plant maintenance, and all equipment is “locked-out” electrically when maintenance is undertaken
 |
| **Hazardous Chemicals*** Exposure to hazardous substances when cleaning blades (depends on cleaning process
 | * Severe cuts eye and respiratory injury
 | * Cleaning of blades is carried out using appropriate personal protective equipment (PPE) and following best practice guidelines provided by manufacturer. Use non-hazardous cleaning substances if possible
 |
| **Airborne Contaminants*** Dust
* Respiratory problems
* Eye irritation
 | * Asthma
* Irritation to the lungs
* Worker / others receiving an eye injury from flying particles
 | * PPE is available on request
* Dust is not blown off with compressed air
* Plant has dust extraction system fitted.
* Workplace inspections
* Housekeeping is maintained to a high standard to ensure control of any residual dust
 |
| **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 |  |