

Risk assessment form

Area location: Ace Windows		Date:16/5/2017
Identify the hazard	Who can be harmed? *	Rank
Lone Working	Employees	✓ Low
	Client staff	○
	Contractors	○
	Visitors	○
	General public	○
	Other(s)	○
Identify the consequences in detail (that is, what type of harm or loss can occur)		
Violence / Road Rage Road traffic collision Accident / Injury / ill-Health Allegations of Assault Slip trip and Fall		
List the existing control measures		
Working at Height (off Ladders is strictly forbidden)		
Regular contact maintained with office staff		
All staff have the office number programmed into their phone		
All staff have mobile phones		
Staff are to inform office staff of their whereabouts on regular basis and vice -versa		
The Window Surveyor contacts the office on starting and completing of an estimate and regular contact maintained with office staff		
The office staff have job rotas and are aware of the employee locations and these are continually monitored		
Window fitters work in teams of two		
Good vehicle maintenance		

Overall risk presented (after control measures are implemented)	9
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