

# Risk assessment form

Area location: Ace Windows NE (Offices and Showroom )		Date:16/5/2017
Identify the hazard	Who can be harmed? x	Rank
Slip Trips and Falls	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)		
Staff and visitors may suffer sprains, bruising and broken bones		
List the existing control measures		
Floors are in condition are carpeted		
Cable Management is good and the floor is free from tripping hazards		
Storage area is free from trip hazards		
Cleaner employed to clean floors to reduce hazards		
Actions required (list any additional actions that may be required to further reduce risks)		
Note; door trims / doors strips are located in the office areas, however all staff are aware of the trims .Staff numbers are low and they present little risk to the public and visitors		
Risk assessment carried out by R Pyne		16/5/2017

Overall risk presented (after control measures are implemented)	4
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