



Environment, Health and Safety

**Document Title:
GMS Engineering Risk Assessment**

Doc Ref: FM.02.01-GMS.01
Version: 1.0
Page: 1 of 6
Effective Date: 21 Sep 2009
Document Type: Procedure

Area or Process to be assessed:		Date of Assessment:		Last Review Date:		Next Review Date:							
GMS Engineering Activities		21 September 2009		21 September 2010		21 September 2011							
Assessors: Nicole Ashcroft (EHS Systems Manager); Richard Burgess (EHS Risk Manager); Sylvain Combet (EHS Risk Manager); Kevin J Parker (Field Engineer); Richard Phillips (Field Engineer); Tony McBreraty (Field Engineer)													
Hazard Description	Who would be harmed	Likelihood	Severity	Risk Number	Level of Risk	Current Controls	Further Controls Required	Likelihood	Severity	Risk	Level of	Date action required by	Date action completed
Chemicals	<ul style="list-style-type: none"> PB GMS Engineers Client 	2	1	2	L	<ul style="list-style-type: none"> Chemical Risk Assessment controls to be followed MSDS and risk assessment available to all GMS Engineers All chemicals to be stored in the original containers Disposal of waste chemicals as identified in the Chemical Risk Assessment 		2	1	2	L		
Manual Handling	PB GMS Engineers	4	4	16	H	<ul style="list-style-type: none"> Manual Handling Training Use of appropriate mechanical lifting equipment when trained Implement controls resulting from any manual handling risk assessment Third party contractor used for delivery, equipment moves and removal. 		2	4	8	M		

UNCONTROLLED WHEN PRINTED



Environment, Health and Safety

**Document Title:
GMS Engineering Risk Assessment**

Doc Ref: FM.02.01-GMS.01
Version: 1.0
Page: 2 of 6
Effective Date: 21 Sep 2009
Document Type: Procedure

Hazard Description	Who would be harmed	Likelihood	Severity	Risk Number	Level of Risk	Current Controls	Further Controls Required	Likelihood	Severity	Risk Number	Level of Risk	Date action required by	Date action completed
Fire	PB GMS Engineers	1	4	4	L	<ul style="list-style-type: none"> Remain in presence of client host at all times or operate in accordance with alternative site procedures 		1	4	4	L		
Work Space Environment	PB Engineers, customers operatives	1	4	4	L	<ul style="list-style-type: none"> Engineer to ensure adequate space for the work required is available. Any issues should be discussed with client. 		1	4	4	L		
Workstation Ergonomics	PB GMS Engineers and Technicians with a workstation	2	2	4	L	<ul style="list-style-type: none"> Workstation ergonomics training for employees where required 		2	2	4	L		
Driving <ul style="list-style-type: none"> Vehicle Incident 	<ul style="list-style-type: none"> PB GMS Engineer Pedestrians Other drivers 	4	4	16	H	<ul style="list-style-type: none"> Driver Training and Assessment License Checks Vehicle maintenance program Car Scheme Driver's Handbook Accident reporting and investigation 		1	4	4	L		

UNCONTROLLED WHEN PRINTED

Hazard Description	Who would be harmed	Likelihood	Severity	Risk Number	Level of Risk	Current Controls	Further Controls Required	Likelihood	Severity	Risk Number	Level of Risk	Date action required by	Date action completed
Lone Worker (When an engineer is working for greater than 30 minutes with more than 18 meters isolation of the client representative)	PB Engineer	1	3	3	L	<ul style="list-style-type: none"> In the event of a lone worker situation arising consultation between PB and customer will be required to introduce adequate and sufficient controls, such as: <ul style="list-style-type: none"> Induction regarding emergency evacuation procedures Welfare facilities Means of contact with client representatives. 		1	3	3	L		
Electricity <ul style="list-style-type: none"> PB Equipment Portable Electrical Equipment 	<ul style="list-style-type: none"> PB GMS Engineers Customer 	2	3	6	M	<ul style="list-style-type: none"> Customer Permit to Work System (if available) Portable Appliance Testing Appropriate signage to prevent machine operation If possible, remove power supply during maintenance. Competent to work on PB products; the service division holds full training records centrally. 		2	3	6	M		

UNCONTROLLED WHEN PRINTED



Environment, Health and Safety

**Document Title:
GMS Engineering Risk Assessment**

Doc Ref: FM.02.01-GMS.01
Version: 1.0
Page: 4 of 6
Effective Date: 21 Sep 2009
Document Type: Procedure

Hazard Description	Who would be harmed	Likelihood	Severity	Risk Number	Level of Risk	Current Controls	Further Controls Required	Likelihood	Severity	Risk Number	Level of Risk	Date action required by	Date action completed
Machinery - Moving parts	<ul style="list-style-type: none"> PB engineers, customer operatives 	2	4	8	M	<ul style="list-style-type: none"> Competent to work on PB products; the service division holds full training records centrally. PB GMS Engineers are competent to train customers on the safe operation of PB products. Equipment meets requirements for CE classification. PB engineer to ensure all safety features are fitted and operating after carrying out routine maintenance and servicing. Routine preventative maintenance schedule established by PB with customer consultation following manufactures recommendations 		2	2	4	L		
Waste Materials <ul style="list-style-type: none"> Consumables Part replacement Electronic Waste 	<ul style="list-style-type: none"> PB Engineers Client Waste Removal Company 	1	1	1	L	<ul style="list-style-type: none"> All electronic waste must be recovered and returned to the PB waste collection point All consumable waste should be disposed of on client premises 		1	1	1	L		

UNCONTROLLED WHEN PRINTED



Environment, Health and Safety

**Document Title:
GMS Engineering Risk Assessment**

Doc Ref: FM.02.01-GMS.01
Version: 1.0
Page: 5 of 6
Effective Date: 21 Sep 2009
Document Type: Procedure

Hazard Description	Who would be harmed	Likelihood	Severity	Risk Number	Level of Risk	Current Controls	Further Controls Required	Likelihood	Severity	Risk Number	Level of Risk	Date action required by	Date action completed
Violence <ul style="list-style-type: none">• Verbal Abuse• Physical Abuse	<ul style="list-style-type: none">• PB GMS Engineer	1	2	2	L	<ul style="list-style-type: none">• Customer Service Training• Mobile phone use for contact with supervisor• Employee Assistance Program counseling service		1	2	2	L		

UNCONTROLLED WHEN PRINTED



Environment, Health and Safety

**Document Title:
GMS Engineering Risk Assessment**

Doc Ref: FM.02.01-GMS.01
Version: 1.0
Page: 6 of 6
Effective Date: 21 Sep 2009
Document Type: Procedure

SEVERITY

Description	Minor Injury	Injury Requiring First Aid	Injury or Industrial Disease requiring Medical Treatment	Serious Injury or Long Term Medical Effects (Industrial Disease)	Major Injury or Fatality
Effect	Cuts & Abrasions, minor Skin or Eye Irritations, etc.	Any Injury that requires First Aid	Deep Wounds, Fractures, Scalds, Burns, Eye Injuries, Respiratory Infections, Temporary Blindness or Hearing Loss, etc.	Loss of Digits Damage to Eyes, Serious Medical Affects	Loss of Limbs, Sight, Hearing, Long Term Illness or Death
Outcome	No Lost Time (Sick Leave not required)	1-3 Days Absence	More than 3 Days absence – Reportable under RIDDOR	Weeks – Months off Work (Hospitalisation). RIDDOR Reportable	Permanent Disability or Long Term Sick RIDDOR Reportable

LIKELIHOOD

Percentage probability	Likelihood	No.	1	2	3	4	5
0 – 20	Highly Unlikely	1					
21 – 40	Reasonably Likely	2					
41 - 60	Likely	3					
61 - 80	Highly Likely	4					
81 - 100	Almost Certain	5					

UNCONTROLLED WHEN PRINTED