

# Risk Assessment

Task	RA-006 Fixing Activities (Screws, Nails, Staples, adhesives, sealants)					Assessor	Luke Dennison	
Assessment date	01/04/2025							
Review Date	01/7/2025							
Potential Hazard	Risk ranking without controls in place			Controls	Residual Risk with Controls in place			
	Severity *	Likelihood **	Overall Risk		Severity *	Likelihood **	Overall Risk	
Inadequate planning	5	2	10	Individual project tasks are to be reviewed by Project Lead prior to the attendance of the Business Volunteers.  Planning of any fixing activities should include the consideration of: <ul style="list-style-type: none"><li>potential dropped objects</li><li>volunteer group size</li><li>weight of materials</li><li>any waste material produced and disposal</li><li>manual handling/ transportation.</li><li>General work environment (inside/ outside)</li><li>Tooling requirements</li></ul>	1	2	2	
Location hazards	3	3	9	Individual Project sites and the tasks will be assessed as part of the Project RA to identify particular local site hazards. These may include but not be limited to, congestion with other Volunteers or site occupants (eg children), simultaneous work fronts in the same area.	2	2	4	
Sharp Objects	1	4	4	Suitable gloves and education provided to the volunteers to	1	3	3	

				protect against sharps, where necessary.			
Use of Battery Operated Power Tools				Any requirements for the use of battery operated power tools is covered by RA-007			
Tooling Quality/ suitability	1	5	5	Good quality and correctly sized tools are to be utilised for work scopes to minimise the likelihood of hand injuries.	1	3	3
Waste Disposal	2	3	6	Ensure that worksites are walked following the completion of any job to ensure no residual sharps or fixing substances are left that could cause injury to persons/ animals outside the volunteer organisation.	1	2	2
Working at height (Step Ladders)	4	3	12	Any requirement for working from step ladders will be assessed during the preliminary site visit and general mitigation is covered in the individual Working at Height RA-013.	4	2	8
COSHH	3	2	6	<p>Material Safety Data Sheets for all products to be used must be on site and available in the event of an emergency.</p> <p>Suitable protective gloves are to be freely available for Volunteers to use if required.</p> <p>Clear identification of local handwashing facilities to be made during pre work brief. Eye washing facilities should also be identified depending upon the nature of the substance used and the necessary MSDS recommendations.</p>	2	2	4
Individual capabilities	2	3	6	Volunteers to be asked and offered the opportunity during the TBT to assess their own abilities and highlight any injuries or limits to their abilities to undertake any excavation activities.	2	2	4
Lack of Volunteer understanding	2	3	6	<p>Safe and correct usage of the tools provided will be undertaken with the Volunteers.</p> <p>On completion of the TBT all attendees are to sign the TBT to signify their acceptance and understanding of the pre job assessment. All attendees to be offered the opportunity to ask</p>	2	2	4

			questions and clarify.			
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**KEY:**

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**Severity**

1. Very small injury – on site first aid treatment only
2. Minor injury – Requires visit to A&E but no time off work
3. Moderate injury – 3 or fewer days off work
4. Severe injury – greater than 3 days off work
5. Risk of death or serious permanent injury

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**Likelihood**

1. Very unlikely (Almost unheard of)
2. Unlikely (It happens in wider world)
3. Reasonable (Its happened to other charities)
4. Likely (Its happened to us since–10 years)
5. Very likely (Its happened to us recently- year)

**Overall Risk = Severity x Likelihood**