

GENERIC RISK ASSESSMENT LOG						DEFINITIONS			
PROJECT TITLE: -						ACCIDENT	An unplanned, uncontrolled event which has led to damage, ill health or injury		
PROJECT NUMBER: -						HAZARD	A condition or practice with the potential to cause damage, ill health, injury or other loss		
The table should be completed, identify all activities/tasks to be carried out, what the hazards are, the likelihood, consequence and risk:						RISK	The combination of the likelihood that a HAZARD will result in an ACCIDENT and the severity of the CONSEQUENCE of the ACCIDENT		
Likelihood (L) 5 = Likely (More than 10 events per annum), 4 = Probable (2 to 10 events per annum), 3 = Possible (1 event every 1 to 10 years), 2 = Remote (1 event every 10 – 100 years), 1 = Improbable (1 event every 100+ years)						LIKELIHOOD	The possibility of an event occurring		
Consequence (C) = as detailed below:						CONSEQUENCE	The outcome of the event		
5	Catastrophic – The death of any person (Regulation 6), severe damage to or destruction of property, irreversible environmental damage.	4	Major – Specified Injuries to workers (Regulation 4) and accident reportable under RIDDOR 2013, major damage to property or the environment.	3	Serious – Injuries to workers which result in their incapacitation for more than 7 days (Regulation 4), serious damage to property or the environment.	2	Minor – Minor injuries/Injuries to non-workers which result in them being taken directly to hospital for treatment (Regulation 5), minor damage to property or the environment.	1	Incident – near miss or no loss time accident, little or no damage to property or the environment.
Risk = Likelihood x Consequence									
Identify any corrective action which can be taken to eliminate the risk and responsibility (ownership of responsibility indicated)									
Residual Risk – Where risk is remaining after corrective action is taken									
Residual Risk = Likelihood x Consequence									

NO	ACTIVITY/TASK	IDENTIFIABLE HAZARD	DEGREE OF RISK			CORRECTIVE ACTION REQUIRED	DEGREE OF RESIDUAL RISK		
			L	C	R		L	C	R
1.	Supplying staff to clients	Client does not carry out safety responsibilities towards contract staff	3	5	15	Formally make client aware of responsibilities. Inform staff of what to expect from the client in terms of safety briefing etc. Check via random site audit that clients are carrying out responsibilities.	2	5	10
2.	Site Working - Crossing track.	Staff being struck by passing rail vehicle.	2	5	10	Ensure safe route to site is identified, use recognised walkways if possible. Safe system of work to be implemented. Due Care & Attention. COSS briefing.	1	5	5
3.	Site Working – Tripping.	Injury to staff.	2	2	4	Due care & attention. Highlight trip areas before accessing site. COSS briefing.	1	2	2
4.	Site Working – Slipping.	Injury to staff.	4	2	8	Due care and attention. COSS briefing.	2	2	4
5.	Site Working – Safe Systems of Work	Staff being struck by passing rail vehicle.	4	5	20	Ensure that a Safe System of Work (as defined in the Rule Book) is implemented and adhered to. Briefing of staff.	1	5	5
6.	Working in possession	Incorrect application of Line Blockage / T3 arrangements causing staff to be struck by passing rail vehicle.	3	5	15	Ensure protection staff are competent. Work to existing procedures and Rule Book. Monitor arrangements. Ensure staff are adequately briefed on the safe limits of the possession.	1	5	5
7.	Work adjacent to electrified lines	Burns or electrocution due to contact of person, tools, equipment or materials with OLE or 3 rd rail	3	5	15	Working method to ensure safe distances (as stated in the Rule Book) can be maintained at all times. Method statement briefing. COSS briefing.	1	5	5
8.	Work on signalling or telecoms equipment fixed to platforms or buildings, or commissioning of new or connection to existing services.	Disruption of existing signalling system and performance.	3	5	15	Work method/ design to be accepted by Network Rail. Testing and commissioning to be carried out to Testing Hand Book and Signal works testing group standards.	1	5	5
9.	Work adjacent to signal equipment	Signal sighting obstruction.	4	5	20	Assessment of operations prior to commencement of work. Method Statement to address signal sighting issues.	1	5	5

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10.	Site access	Slip, trip, fall. Staff being struck by passing rail vehicle.	3	5	15	Site specific briefing on authorised access routes for operatives.	1	5	5
11.	Excavations, works to services, installation of fencing.	Damage to utility or Network Rail services; Electricity, Gas, Water, Drainage, Signalling, Telecom etc	4	3	12	Liaison with Network Rail and Utility Companies. Survey of services prior to any work being carried out. Method statement to be produced with hand digging where appropriate.	2	3	6
12.	Existing site hazards- buried or unrevealed services.	Damage to existing services or injury from unexpected contact with existing services.	3	5	15	All possible information to be retrieved from Network Rail. Services identification and marking. Site specific briefing.	1	5	5
13.	Working/ driving excessive hours	Injuries/ damage caused by lapses of concentration caused by tiredness.	4	3	12	Staff to comply with NR/SP/ERG/003. Hours to be monitored. Excess of 12 hours requires specific risk assessment and agreement from Manager. Maximum of 14 hours total to be spent working and driving in any 24 hour period.	2	3	6
14.	Site Working – Working in poor visibility.	Unsafe working conditions/ Staff being struck by passing rail vehicle.	2	4	8	If in any doubt as to visibility particularly at track level don't start work, or stop work if visibility reduces during the course of the work.	1	4	4
15.	Site Working – Working during hours of darkness.	Unobserved hazards.	2	5	10	Site to be well illuminated. Briefing of staff.	1	5	5
16.	Lone Working	Accident with no support	2	3	6	Assess suitability of lone working. Carry mobile phone at all times Inform office of movements and planned return times.	1	3	3

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17.	Incompetent/inexperienced operatives	Injuries caused by lack of skill or experience	2	3	6	Confirm competence of staff for the task. Mentor/supervise as necessary.	1	3	3
18.	Site Working – Use of tools.	Manhandling equipment and tools.	3	2	6	All equipment and tools to be handled in accordance with safety procedures. Correct lifting methods to be used to prevent accidental injury.	2	2	4
19.	Site Working – Use of power tools.	Electrocution/ burns. Entanglement in rotating parts. Flying particles	4	2	8	Battery powered tools. Low voltage equipment. RCD protected supply. Regular electrical test. Regular maintenance of tools. Guards in place. Use of appropriate PPE.	2	2	4
20.	Site Working – Manual Handling.	Back strain/injury.	5	2	10	Use of correct lifting methods. Training/briefing of staff. Lifting aids/ team lifting.	2	2	4
21.	Noise	Damage to hearing.	4	2	8	Plant to conform to noise emission standards. Ear defenders to be used as required.	2	2	4
22.	Work at Height	Falls	4	5	20	Apply the hierarchy prescribed by the Work at Height Regulations. Ensure staff have received adequate training and instruction.	1	5	5
23.	Use of hazardous substances	Injuries. Acute and chronic effects to health. Environmental effects	4	3	12	COSHH assessments and control measures. Emergency procedures.	2	3	6
24.	Work likely to cause obstruction of the line	Temporary structures, structures under demolition/ repair or plant falling onto the track.	4	5	20	Temporary structure design to be verified. Appropriate possession and isolation arrangements to be in place. No unauthorised plant within 3m of line unless appropriate possession/ isolation has been taken. Assessment of load bearing capacity of ground or structure. Use of banksman. Emergency telephone link to controlling signal box.	2	5	10

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25.	Delivery of equipment and materials	Damage to property by delivery vehicles. Vehicles contacting OLE or obstructing tracks. Unauthorised access	3	5	15	Ensure controlled times for deliveries. Supervise deliveries. Ensure vehicles can gain safe access to site. Ensure structure is capable of supporting equipment/ materials, including vehicles/ heavy plant.	2	5	10
26.	Work outside designated work area	Injury to public or damage to property	4	4	16	Method Statement to detail arrangements and limits of site. Site specific briefing.	2	4	8
27.	Work in or adjacent to public roadways	Plant, equipment materials striking traffic/ members of public. Traffic colliding with staff.	2	5	10	Authorised road closures and traffic management. Implement pedestrian walkways. Plant to be suitable for access to public roads. Comply with New Roads and Street Works Act and Traffic Signs Regulations.	1	5	5
28.	Work adjacent to pits, shafts and other potential openings.	Falls of persons or plant, equipment and materials.	3	4	12	Edge protection with 7 day inspection or adequate cover.	2	4	8
29.	Working in confined spaces	Oxygen depletion. Toxic atmosphere. Fire/ explosion. Flooding. Body temperature hazards. Egress hazards.	2	5	10	Certificated competent operatives. Pre work risk assessment. Atmospheric monitoring. Permit to work. PPE/ RPE. Emergency procedures including provision of resuscitation equipment, top man and winch.	1	5	5
30.	Existing site hazards- asbestos, lead paint, zinc chromate, anthrax spores in plaster and ceiling voids .etc.	Acute and chronic illness.	4	5	20	All possible information to be retrieved from Network Rail. Full hazard survey with identification of suspect materials. Application of COSHH. Controlled removal and disposal.	1	5	5

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31.	Work in areas potentially infested by rats or birds.	Leptospirosis, respiratory disease.	3	4	12	Assessment of area prior to work. PPE/ RPE, good hygiene arrangements. Information for staff.	2	4	8
32.	Existing site hazards- fragile roofs, exposed openings, unstable structures etc.	Unexpected fall, trip, slip or collapse hazard.	4	5	20	All possible information to be retrieved from Network Rail. Full hazard survey. Site specific briefing.	1	5	5
33.	Areas where contaminated hypodermic needles may be encountered.	Needle stick injuries causing disease	3	4	12	Assessment of areas prior to work. PPE. Use grab handles where possible. Use sharps container for disposal. Information for employees.	2	4	8
34.	Entry into premises with potentially weak floors.	Floor failure- falls and injury	2	5	10	Building survey. Fragility tests.	1	5	5
35.	Existing site hazards- areas with high potential for propagation of fire.	Rapid, uncontrolled fire spread.	3	5	15	All possible information to be retrieved from Network Rail. Full fire risk assessment. Site specific briefing. Suitable and sufficient fire precautions.	2	5	10
36.	Emergency evacuation	Failure to evacuate or failure to warn others of the need to evacuate.	2	5	10	Site specific briefing of emergency arrangements. Communication with station/ depot operator. Interface with alarm systems where necessary. Emergency evacuation plan to be implemented. Appoint Fire Wardens.	1	5	5
37.	Cutting and abrading operations	Dust, fume and noise. Lacerations Inhalation of particles	5	3	15	Trained operatives. Use of PPE as required. Segregation of operations. Dust suppression techniques.	2	3	6

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38.	Concrete works (including spraying)	Particles hitting operatives or public	4	2	8	Appropriate PPE to be worn. Public protected by screens or hoarding.	3	2	6
39.	Use of Hoists and lifts	Failure and collapse,	2	5	10	Ensure equipment is certified. Ensure operators are competent. Compliance LOLER 98.	1	5	5
40.	Design and use of access scaffold	Injuries and damage due to inadequate design, unsuitable material and/or incorrect assembly and use.	2	5	10	Approved scaffold designers. Competent contractors. Design acceptance. Statutory inspections.	1	5	5
41.									
42.	Working above the operational railway	Falls and falling objects	4	5	20	Correctly erected access equipment. Use of walkways with edge protection. Use of fall arrest system. Use of nets. Hard hats to be worn on site	1	5	5
43.	Working above water	Falls and drowning	4	5	20	Correctly erected access equipment. Use of walkways with edge protection. Use of fall arrest system.	1	5	5
44.	Work with electrical equipment	Fire and damage due to poor condition of wiring or insufficient capacity of existing cabling	3	5	15	Survey to be carried out to establish condition and capability of existing wiring.	1	5	5

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45.	Use of plant	Collapse/ overturning of major items of plant. Damage to structures and plant. Injury to personnel.	3	5	15	Method Statement to document safe system of work. Assessment of load bearing capacity of ground and structures. Pre work inspection of plant. Trained and certified operatives. Work in possession if necessary. Use of banksman. Protect Railway infrastructure (e.g. temporary crossing).	1	5	5
46.	Operations with noisy plant/ equipment at unsocial hours	Environmental noise nuisance	4	2	8	Consult local Environmental Health Officer. Advise local residents by leaflet drop and personal calls. Minimise operation of noisy plant. Use alternative equipment or noise barriers.	3	2	6
47.	Storage of flammable materials	Fire. Arson. Environmental pollution	4	5	20	Secure flamvault storage in accordance with legislation/ regulations. Minimise quantities on site. Ensure there is a plan for containment and clean up in the event of spillage	1	5	5
48.	Dust	Eye injury Dust inhalation Respiratory disease	4	2	8	Use of PPE as required. Dust suppression techniques	2	2	4

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49.	Pollution of the environment from work activities	Contamination of air, land and controlled waters.	4	4	16	Good housekeeping. Spillage containment and disposal. Smoke, fume and dust suppression. Emergency procedures.	2	4	8
50.	Extreme weather conditions (Wind)	Collapse of temporary structure	2	5	10	Design and erection by competent persons. Initial approval of temporary works using Form C. Ongoing inspection and maintenance regime.	1	5	5
51.	Extreme weather conditions (Rain/ Snow)	Railway cutting/ embankment/ formation slip problems	2	5	10	Review of design and temporary works. Post event monitoring.	1	5	5



RISK RANKING MATRIX

RISK RANKING		Likelihood				
		5 - Likely	4 - Probable	3 - Possible	2 - Remote	1 – Improbable
Consequence	5 - Catastrophic	25	20	15	10	5
	4 – Major	20	16	12	8	4
	3 – Serious	15	12	9	6	3
	2 – Minor	10	8	6	4	2
	1 - Incident	5	4	3	2	1

Critical risks (16-25) – unacceptable, risk must be reduced, Significant risks (8-15) – tolerable, if possible reduce risk to as low as reasonably practicable, Minor risks (1-6) broadly acceptable, if possible reduce risk to as low as reasonably practicable.

THIS GENERIC RISK ASSESSMENT IS INTENDED AS A GUIDE ONLY AND DOES NOT REPLACE THE NEED FOR SITE SPECIFIC RISKS TO BE ASSESSED.