











Risk assessment for : Leeds Wood Recycling Cic

















Risk assessment name	Makita Red Orbital Sander	Assessment type	 General
Assessor name	Leon Varga	Affected site(s)	Leeds Wood Recycling CIC (LS11 9RT)
Assessment date	27/03/2023	Review period	Annually
Approved by	Leon Varga	Review date	27/03/2024
Approved date	27/03/2023	Reference	LEE1778097









Workspace(s)	Description
 Processing	This risk assessment will explain the risks and hazards associated with using a Makita Red Orbital Sander and the procedures in place to minimise risk.









Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
 <p>Electricity (240 volts) Risk of injury due to faulty equipment, contact with live electrical components or improper use.</p>	<p>All staff</p> <p>How? Risk of injury due to faulty equipment, contact with live electrical components or improper use.</p>	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;">  <p>Electrical Cable Management In Place Electrical cable management in place ensuring no trailing wires in the workplace reducing trip risks</p> </div> <div style="width: 50%;">  <p>Electrical Distribution Board Access Is Secure Unauthorised access to the electrical distribution board is prevented</p> </div> <div style="width: 50%;">  <p>Electrical Fixed Mains Wiring Inspection Performed Fixed mains wiring inspection carried out to the requirements of BS 7671</p> </div> <div style="width: 50%;">  <p>Electrical Safety Check (PAT) Undertaken Electrical safety check undertaken for portable appliances</p> </div> <div style="width: 50%;">  <p>Electrical Warning Signage In Place Electrical Warning Signage In Place</p> </div> <div style="width: 50%;">  <p>The Use Of Trailing Cables Is Avoided/Minimised The Use Of Trailing Cables Is Avoided/Minimised</p> </div> </div>	<p>1 x 8</p>  <p>Low</p>

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Hazard	Who could be harmed and how?	Existing controls		Risk rating (L x S)
 <p>Fire Caused by naked flame, faulty electrical equipment or systems, arson, explosion or chemical means.</p>	<p>All staff</p> <p>How? Caused by naked flame, faulty electrical equipment or systems, arson, explosion or chemical means.</p>	<p> All Fire Equipment is Maintained on a Service Contract</p> <p> Fire Emergency Call Points Provided & Maintained Fire Emergency Call Points Provided & Maintained</p> <p> Fire Extinguishers Provided In Areas of High Risk Fire extinguishers provided In areas of higher risk due to the work activity (e.g. welding booths).</p> <p> Fire Marshals In Place The appointment of fire marshals and appropriate training given</p> <p> Fire Training Carried Out Fire training (including evacuation) carried out at Induction and refreshed periodically</p> <p> Routine Fire Alarm Testing Routine Fire Alarm Testing</p>	<p> Escape Routes Included In Fire Monitoring Pro-active monitoring ensure that escape routes are not blocked or obstructed.</p> <p> Fire exits are marked</p> <p> Fire Log Book In Place Fire log book records alarm/emergency lighting testing c/w other fire provision monitoring & testing</p> <p> Fire Risk Assessment In Place A fire risk assessment has been carried out denoting the fire hazards & appropriate control measures</p> <p> Regular Fire Drills Undertaken Regular Fire Drills Undertaken</p> <p> Smoking Prohibited</p>	<p>1 x 9</p> <p></p> <p>9</p> <p>Low</p>















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Hazard	Who could be harmed and how?	Existing controls		Risk rating (L x S)
 <p>Hand Arm Vibration at <<3.0>> m/s² Excessive exposure to vibrating tools may cause health issues such as Hand Arm Vibration Syndrome</p>	<p>All staff</p> <p>How? Excessive exposure to vibrating tools may cause health issues such as Hand Arm Vibration Syndrome</p>	<p> Hand Arm Vibration Control <<enter time of use>> Hand Arm Vibration is controlled through the measurement of the vibration dosage & time permitted</p> <p> Job Rotation In The Event Of High Vibration Dosage Formal procedure implemented to enforce team work to ensure vibration dosage is not exceeded.</p> <p> Self-Check For Hand Arm Vibration Syndrome Operatives self-check for Hand Arm Vibration Syndrome and report accordingly</p>	<p> Hand Arm Vibration Training Given Information, instruction and training is given to employees using vibrating tools in the workplace.</p> <p> Selection & Use of Low Vibration Equipment Company policy is to select & procure low vibration dosage tools & equipment</p> <p> Tools With Excessive Hand Arm Vibration Not Used Operatives are not to use vibrating tools unless the vibration dosage/time to meet the ELV is known.</p>	<p>2 x 2</p> <p> 4</p> <p>Low</p>












Hazard	Who could be harmed and how?	Existing controls		Risk rating (L x S)
 <p>Manual handling Risk of injury whilst undertaking the manual handling of tall, awkward & unwieldy loads.</p>	<p>All staff</p> <p>How? Risk of injury whilst undertaking the manual handling of tall, awkward & unwieldy loads.</p>	<p> Foot Protection Worn Foot protection supplied & worn to BS EN 20345 relevant to the work activity hazard</p> <p> Manual Handling - Team Lifting Team lifting will be applied as required</p> <p> Manual Handling Training Given All relevant employees have received training on correct manual handling techniques</p> <p> Storage Plan To Reduce Manual Handling Operations Storage plan in place to reduce the risk from manual handling operations whilst picking stock.</p>	<p> Gloves Worn - EN 388 Mechanical Risks (Abrasion) Gloves Worn - EN 388 Mechanical Risks (Abrasion Resistant)</p> <p> Manual Handling - Trolley Truck Provided & Used Manual Handling - Trolley Truck Provided & Used</p> <p> Split Loads To Reduce The Manual Handling Risks Loads are split into lighter load weights to reduce manual handling risks</p>	<p>1 x 2</p> <p>1</p> <p>2</p> <p>Low</p>











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Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
 <p>Noise Levels At/Or Above 85dB(A) Risk of hearing damage due to exposure to excessive levels of noise.</p>	<p>All staff</p> <p>How? Risk of hearing damage due to exposure to excessive levels of noise.</p>	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;">  <p>All Employees Receive Induction Training All employees receive induction training upon commencement with the Company</p> </div> <div style="width: 50%;">  <p>Hearing protection provided & worn Hearing protection available and to be worn whilst carrying out noisy work activities</p> </div> <div style="width: 50%;">  <p>Hearing/Audiometric Tests Conducted Audiometric hearing tests carried out for employees exposed regularly to noise levels 85dB(A) & over</p> </div> <div style="width: 50%;">  <p>Mandatory Hearing Protection Zones Designated Mandatory hearing protection zones designated as noise levels are 85dB(A) and above in the area.</p> </div> <div style="width: 50%;">  <p>Noise Risk Assessment Carried Out Noise risk assessment carried out c/w regular measurements to ensure it is kept valid and up to date</p> </div> <div style="width: 50%;">  <p>Traffic Light Noise Management System In Use To control noise levels and to ensure workers wear hearing protection, a "traffic light" noise management system is in use.</p> </div> <div style="width: 50%;">  <p>Warning & Information Signage Displayed Relevant warning & information signage displayed relative to the work activity, hazard & risks</p> </div> </div>	<p>1 x 3</p> <p style="font-size: 2em; color: green;">3</p> <p>Low</p>

Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
 <p>Particles & Dust etc. From Tools Activity may cause residue/debris that could make contact or be inhaled, causing further health issues.</p>	<p>All staff</p> <p>How? Activity may cause residue/debris that could make contact or be inhaled, causing further health issues.</p>	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;">  <p>Eye Protection Worn Eye protection supplied to BS EN 166 & relevant to the work activity hazard</p> </div> <div style="width: 50%;">  <p>Eye Wash Station Provided Eye wash station provided for first aid treatment for debris/dust etc. in eyes.</p> </div> <div style="width: 50%;">  <p>Eye/Face Guard Worn Eye/face guard worn to protect both eyes and face against the risk of debris and/or splashes</p> </div> <div style="width: 50%;">  <p>RPE - Disposable Respirator FFP 3 Protects against fine dust, mists & fumes (FFP1 - APF of 4; FFP2 - APF of 10 & FFP3 - APF of 20)</p> </div> <div style="width: 50%;">  <p>RPE Is Face-Fit Tested RPE, used to protect workers from identifiable diseases, is "face-fit" tested by a competent person.</p> </div> <div style="width: 50%;">  <p>Shadow Vacuuming/On-Tool Extraction To Reduce Dust Shadow vacuuming/on-tool extraction employed whilst using power tools to minimise harmful dusts</p> </div> </div>	<p>3 x 2</p> <p style="font-size: 2em; color: green;">6</p> <p>Low</p>
 <p>People Movement (Risk of Slips) Risk of injury due to a variety of access/egress hazards that can cause slips.</p>	<p>All staff, Members of the public</p> <p>How Many? All</p> <p>How? Risk of injury due to a variety of access/egress hazards that can cause slips.</p>	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;">  <p>Floor Not Left Wet After Cleaning To Prevent Slips Wet floors not left after cleaning - clean them to a completely dry finish</p> </div> <div style="width: 50%;">  <p>Non-slip Flooring Provided To Prevent Slips Non-slip flooring & matting installed in the area to reduce the risk of slips & regularly checked.</p> </div> <div style="width: 50%;">  <p>Spillage Procedure In Place Spillage procedure in place</p> </div> <div style="width: 50%;">  <p>Spillages Cleaned Up Immediately Spillages Cleaned Up Immediately</p> </div> <div style="width: 50%;">  <p>Warning & Information Signage Displayed Relevant warning & information signage displayed relative to the work activity, hazard & risks</p> </div> <div style="width: 50%;">  <p>Wet Floors Are Taken Out Of Traffic Routes During cleaning operations, wet surfaces are kept from traffic routes by barriers and/or signage</p> </div> </div>	<p>1 x 7</p> <p style="font-size: 2em; color: green;">7</p> <p>Low</p>

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Hazard	Who could be harmed and how?	Existing controls		Risk rating (L x S)
 <p>People Movement (Risk of Trips & Falls) Risk of injury due to a variety of access/egress hazards that can cause trips & falls</p>	<p>All staff</p> <p>How? Risk of injury due to a variety of access/egress hazards that can cause trips & falls</p>	<p> All aisles and gangways kept clear All aisles and gangways kept clear to avoid slips and trips</p> <p> Suitable & Sufficient Internal Lighting Provided Suitable & sufficient lighting provided for the workplace activities</p>	<p> Good Housekeeping Observed During The Task Good housekeeping standards observed & maintained by operatives throughout the duration of the task</p> <p> Trailing Wires/Cables Made Safe To Prevent Trips Leads & extension cables are routed and/or secured/taped to minimise trip risks</p>	<p>1 x 7</p> <p> 7</p> <p>Low</p>
 <p>Poor Housekeeping Risk of injury during access & egress due to poor housekeeping.</p>	<p>All staff</p> <p>How? Risk of injury during access & egress due to poor housekeeping.</p>	<p> All Staff Trained In Good Housekeeping Techniques All staff are trained in good housekeeping techniques & the standards expected in the workplace</p> <p> Regular Housekeeping Inspections Are Carried Out Regular housekeeping inspections are carried out in the workplace.</p>	<p> Good Housekeeping Observed During The Task Good housekeeping standards observed & maintained by operatives throughout the duration of the task</p>	<p>1 x 7</p> <p> 7</p> <p>Low</p>

Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
 <p>Work Equipment (Hand Held Power Tools) Risk of injury (cuts, abrasions, eye injury etc.) by using hand-held power tools</p>	<p>All staff</p> <p>How? Risk of injury (cuts, abrasions, eye injury etc.) by using hand-held power tools</p>	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;">  <p>Appropriate First Aid Provided Casualties treated by first aider until emergency help arrives</p> </div> <div style="width: 50%;">  <p>Entanglement Avoidance Rules In Place All loose clothing, jewellery (watches / rings / necklaces) is removed & long hair is tied back</p> </div> <div style="width: 50%;">  <p>Good Housekeeping Observed During The Task Good housekeeping standards observed & maintained by operatives throughout the duration of the task</p> </div> <div style="width: 50%;">  <p>Hearing protection provided & worn Hearing protection available and to be worn whilst carrying out noisy work activities</p> </div> <div style="width: 50%;">  <p>Only Competent Persons Can Operate The Equipment Only personnel with sufficient information, instruction and training can operate the equipment.</p> </div> <div style="width: 50%;">  <p>Protective Clothing Must Be Worn Protective Clothing Must Be Worn</p> </div> <div style="width: 50%;">  <p>Protective Screens Provided & Used Protective Screens Provided & Used</p> </div> <div style="width: 50%;">  <p>RPE - Disposable Respirator FFP 3 Protects against fine dust, mists & fumes (FFP1 - APF of 4; FFP2 - APF of 10 & FFP3 - APF of 20)</p> </div> </div>	<p>1 x 7</p>  <p>7</p> <p>Low</p>

Further control measures

Operating procedures

Must have completed the workshop induction and modules 1 and 3 before use. Operator must be trained by a competent person and only trained individuals are allowed to use the machine. PTL must be signed. Correct PPE must be worn as well as face fit tested RPE. Risk assessment must be read before use.

Assessor's signature: Leon Varga

Approved by signature: Leon Varga

