



# ATM-RISK ASSESSMENT

<b>TASK:</b>	<b>Digging Post Holes by Hand</b>	<b>RA No:</b>	<b>ATMRA2020/008</b>				
<b>EQUIPMENT / MATERIALS USED</b>	Shovels, Picks						
<b>PERSONS AT RISK:</b>	<b>FENCING / LANDSCAPING OPERATIVES, PERSONS IN THE VICINITY, OTHER EMPLOYEES, CONTRACTORS, VISITORS, MEMBERS OF THE PUBLIC.</b> (All operatives or teams of operatives are to ensure that the daily on-site risk assessment is completed prior to commencing any work on site.)						
HAZARD / RISK	RISK LEVEL			CONTROL MEASURES	RESIDUAL RISK		
	S	L	RL		S	L	RL
Manual handling  Back Strain, Upper Limb Strain, musculoskeletal disorders	3	3	<b>9</b>	Where possible, the need for hand digging will be avoided by employing the use of a tractor and auger (mechanical means)  All ATM operatives will be provided with manual handling training and information.  Where digging is to be carried out by hand, operatives are to take regular breaks and where possible, rotate tasks in order to reduce the risk of Repetitive strain injury (RSI) and musculoskeletal injuries.	3	2	<b>6</b>
Cuts and abrasions	2	3	<b>6</b>	All operatives involved in this task are to wear ATM Ltd's standard PPE issue, including suitable gloves and suitable safety footwear.	1	2	<b>2</b>
Contact/Collision with moving vehicles  Serious injury, fatality	5	3	<b>15</b>	All operatives involved in this task shall wear ATM Ltd's standard PPE issue and high visibility clothing compliant with both ATM Ltd's policies and the clients.  All site traffic rules shall be adhered to whilst on site. Due to the nature of the site, singular track access, all machine operations will be supervised by a banksman and operations paused to give way to the public.  All company vehicles are to undergo a daily vehicle pre - use check ensuring that all safety features such as lights, reversing alarms etc are fully functional.	5	1	<b>5</b>

<b>ATMRA2020/008</b>	<b>Original Author:</b>	Rob Whamond	<b>Date:</b>	<b>01-06-2021</b>
	<b>Reviewed By:</b>	Dale Nelson	<b>Next Review Date:</b>	<b>01-06-2022</b>
Use the table below to calculate the severity and likelihood. (Severity X Likelihood = <b>RISK</b> )		Use the table below to indicate whether the Residual Risk Rating is:		
<b>Severity of Outcome:</b> 5 Fatality / Loss of Limb. 4 Serious Injury. 3 Moderate. 2 Minor Injuries. 1 Negligible. <b>Likelihood of Harm:</b> 5 Almost Certain, 4 Very Likely, 3 Fair Chance, 2 Remote, 1 Very Unlikely.		1 – 6 = <b>Low Risk</b>		Page 1 of 3
		7 – 11 = <b>Medium Risk</b>		
		12+ = <b>High Risk</b>		



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Underground Services  Fire, explosion, burns, electric shock, serious injury, fatality	5	3	15	<p>Before any work is allowed to take place, the ATM site supervisor/foreman will ensure that he has discussed the area of work with the client / main contractor, and has assured himself that there are no underground services that may present a danger to his operatives.</p> <p>If underground services have not been identified by the client / contractor, prior to operations commencing. The contractor or client will be requested to CAT and Genny Scan the area before any work can commence.</p> <p>If services are identified onsite, the client / contractor will request service drawings from the utility owner and provide them to the operatives site.</p> <p>Where underground services do exist, they are to be clearly marked using paint/chalk and annotated on any site diagrams. Trials holes maybe required, to track the service.</p> <p>Safe digging techniques are to be used at all times when digging near to underground services.</p> <p>When digging next to underground services, only insulated hand tools are to be used.</p> <p>Mechanical tools and equipment are not to be used for digging within 1 metre of an identified underground service, this distance maybe increased to comply with permits to breakground.</p> <p>Emergency and Utility Company's telephone numbers should be gained from the client/main contractor prior to any work commencing. Should any underground service be struck. Work is to stop immediately, barriers be erected and they are cordoned off until such a time that the incident has been cleared and permission to restart work, has been gained from the Utility Company.</p> <p>Refer to <b>ATMRA2020/050</b> Underground Services for control measures. All works involving underground buried services shall be conducted in accordance with Avoiding danger from underground services (HSG47)</p>	5	1	5

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	S	L	RL		S	L	RL
Slips, Trips and Falls  Cuts, abrasions	3	3	9	<p>All staff are to take care when working on any uneven ground or adverse weather conditions. Any such hazards should be highlighted during the on-site risk assessment process and all operatives reminded of the possible hazards that may exist.</p> <p>Operatives shall be required to wear suitable safety footwear when completing work activities and ensure they keep their footwear free from muck build up, to maintain good grip.</p> <p>Ensure that all materials are cleared away from access and egress areas</p>	3	2	6

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