



ATM-RISK ASSESSMENT

TASK:	Use of hand tools in routine landscaping, fencing and maintenance work.	RA No:	ATMRA2020/016				
EQUIPMENT / MATERIALS USED	Hand Tools						
PERSONS AT RISK:	ATM OPERATIVES, PERSONS IN THE VICINITY, OTHER EMPLOYEES, CONTRACTORS, VISITORS, MEMBERS OF THE PUBLIC (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
Flying particles Cuts, abrasions, eye injury, serious injury	4	3	12	Eye protection will be worn by all operatives on site as part of ATM Ltd's standard issue PPE. The correct use of handheld tools will be covered during induction, on the job training and a series of toolbox talks. The wearing of PPE including eye protection, will also be covered during site induction and toolbox talks.	4	1	4
Sharp tools Cuts and other injuries to hands, feet and body	3	3	9	All operatives will be required to wear gloves when using hand held tools on site. Only competent operatives will use and hand held tools. All hand tools shall be subject to pre-use checks by the user in order to ensure that they are safe to use. Where hand tools are found to be defective and no longer safe to use, this is to be reported and the tools in question are to be either repaired by a competent person or replaced. Tools are to be carried in such a way so as to avoid injury to the person carrying the tools or to avoid injury to any person in the immediate vicinity who may be affected. If required to use hand tools whilst working at height, employees will ensure that any hand tools are secured to their person, in order to prevent tools from falling and injuring other operatives or third parties.	3	2	6

ATMRA2020/016	Original Author:	Rob Whamond	Date:	01-06-2021
	Reviewed By :	Dale Nelson	Next Review Date:	01-06-2022
Use the table below to calculate the severity and likelihood. (Severity X Likelihood = RISK)		Use the table below to indicate whether the Residual Risk Rating is:		
Severity of Outcome; 5 Fatality / Loss of Limb. 4 Serious Injury. 3 Moderate. 2 Minor Injuries. 1 Negligible. Likelihood of Harm; 5 Almost Certain , 4 Very Likely , 3 Fair Chance , 2 Remote, 1 Very Unlikely.		1 – 6 = Low Risk		Page 1 of 2
		7 – 11 = Medium Risk		
		12+ = High Risk		



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Electric Shock burns, serious injury, fatality	5	3	15	<p>All buried electrical services shall be highlighted on work drawings and physically marked / identified before any digging commences. Service information shall be provided by the client, hierarchy of control and safe digging methods detailed within the HSG47 will be followed. This information will be instructed to the site operatives.</p> <p>Only insulated hand tools will be used when working near to any buried electrical services.</p> <p>All electrical hand tools will be subjected to regular portable appliance testing (PAT) by trained and competent persons.</p>	5	1	5
Risk of Fire Burns, serious injury, fatality	5	3	15	<p>Where the use of hand held tools presents an issue of sparks being generated, operatives are to ensure that any surrounding combustible materials are removed prior to use and that a suitable fire-fighting appliance is at hand (pressurised and tested within the last 12 months)</p>	5	1	5
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>Ensure that all materials are cleared away from access and egress areas</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. Ensure that vehicle access points, steps etc are free from mud.</p>	3	2	6

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