

SITE	PROJECT No	ASSESSMENT CARRIED OUT BY:
Wrotham – Unit14	Woodwork	Andrew Price

THE PROJECT MANAGER IS RESPONSIBLE FOR ENSURING THE CONTROL MEASURES SPECIFIED ARE IMPLIMENTED AND MAINTANED

ACTIVITY	WOOD MACHINING USING THE FIXED MACHINES (Including circular saw, the band saw, wall saw, planer, spindle moulder and the dovetail router)								
Hazard	Consequence	Pre-Control Risk P S R			Control Measures	Residual Risk P S R			Remarks
Contact with cutters.	Injury/Death	3	4	12	Machines are only to be used by authorised operators. A register of authorised users shall be maintained on the Company server, and a list of authorised users for each machine is to be displayed by that machine. Authorised users must be suitably qualified. The minimum standard of qualification is a certificate of competence awarded by a training organisation competent in the use of woodworking machinery, and following training by them on the machinery in Lucas Unit 14. Authorised users should hold or work towards the City & Guilds certificate of competence in “the safe use of woodworking machinery”. Machines are to be inspected regularly, and maintained as required. An inspection and maintenance log shall form a record. Safety, structural and operational features are to be checked by the qualified operator before each operation. If any features are defective, then the machine must not be used. All machines are to be used strictly in accordance with the manufacturer’s instruction manual, a copy of which shall be kept available at the machine. All machines are to be used strictly in accordance with the recommendations given in following HSE woodworking Information sheets as appropriate: No WIS16 “Circular saws – safe working practices”, No WIS31 “Safety in the use of narrow band saws”. No WIS17 Safe use of hand-fed planing machines. No WIS18 Safe use of vertical spindle moulding machines. No WIS3 Beam panel saws. copies of which shall be available in the workshop. Remove or secure any loose items of clothing, hair, jewellery & etc.	2	4	8	

Hazard	Consequence	Pre-Control Risk			Control Measures	Residual Risk			Remarks
		P	S	R		P	S	R	
					DO NOT wear protective gloves when using the machines. Gloves can become trapped and draw hands onto the blade.				
Electric shock	Injury/Death	3	4	12	Machines are to be inspected regularly, and maintained as required and in accordance with the manufacturer's recommendations. An inspection and maintenance log shall form a record. Maintenance schedules are defined in the maintenance log, and include electrical checks,	1	4	4	
Inhalation of wood dust	Respiratory system damage. Possible Allergic reaction	4	3	12	Machines to be fitted with extraction and collection systems as appropriate. Where practicable, fixed machines are to be connected to the extraction and collection system installed in the workshop. When machining wood or wood products, when clearing up dust, or when changing dust collection bags, operators must wear either: • A disposable respirator to BS EN 149 FFP3, or • A reusable respirator with filter to BS EN 143 class P3	1	3	3	
Inhalation of Formaldehyde vapours when machining composite materials such as chip board and MDF.	Respiratory system damage. Possible Allergic reaction May cause cancer.	3	4	12	When machining composite materials, operators must wear a reusable respirator with a combined organic vapour filter type A to class 1 or 2.	1	4	4	
Contact of Airborne fragments with eyes.	Eye damage,	3	3	9	All persons in the vicinity of machining operations to wear safety visor or goggles to BS EN 166 B or A	1	3	3	
Manual Handling	Injury	4	3	12	Operators to be trained in manual handling methods. Refer to controlled document: "Form 1.29 Manual Handling Assessment." Do not attempt any lifting or handling unless you are sure that you are able to complete it safely. As appropriate, use mechanical systems and or enlist the help of others.	2	3	6	
Falling objects	Injury	2	3	6	No work to be carried out unless all present in the workshop are wearing CE Marked safety boots or shoes with reinforced toe and sole protection, for example to either: BS EN 345 P, BS EN 347 P, ISO 20345:2004 P or	1	3	3	

RISK ASSESSMENT – WOODWORK



Hazard	Consequence	Pre-Control Risk			Control Measures	Residual Risk			Remarks
		P	S	R		P	S	R	
					ISO 20345:2007 P.				
Noise	Hearing damage; Tinnitus	3	3	9	All persons in the wood work shop to wear ear defenders to BS EN 352 when the machines are cutting.	1	3	3	
Ignition of flammable materials and wood dust	Injury/Death	3	4	12	Avoid sources of ignition in the workshop. Maintain housekeeping standards. Comply with control measures in the fire risk assessment for the building.	1	4	4	
Accidents occurring when working alone.	Sustaining injuries, and being unable to summon assistance.	4	4	16	It is not permitted use the wood working machines when alone in the workshop:	2	4	8	

ACTIVITY	WOOD WORKING USING HAND TOOLS AND PORTABLE APPLIANCES								
Hazard	Consequence	Pre-Control Risk P S R			Control Measures	Residual Risk P S R			Remarks
Contact with cutters.	Injury/Death	3	4	12	Tools are only to be used by authorised operators. Authorised operators must be competent tradesman, or if training, must be supervised constantly by competent tradesman. All equipment is to be inspected and maintained strictly in accordance with the manufacturers recommendations. All equipment is to be inspected by the competent operator prior to each use. This is to include general mechanical and electrical integrity as applicable, and the condition and function of any guards or safety features. Equipment found to be defective must not be used. All equipment is to be used strictly in accordance with the manufacturer's instructions and recommendations. Remove or secure any loose items of clothing, hair, jewellery & etc.	2	4	8	
Electric shock	Injury/Death	3	4	12	Machines are to be inspected regularly, and maintained as required and in accordance with the manufacturer's recommendations. All electrical appliances to be PAT tested at least every three months, and included in the Company's PAT test register.	1	4	4	
Inhalation of wood dust	Respiratory system damage. Possible Allergic reaction	4	3	12	Powered machines are to be fitted with extraction and collection systems as appropriate. When machining wood or wood products, when clearing up dust, or when changing dust collection bags, operators must wear either: - A disposable respirator to BS EN 149 FFP3, or - A reusable respirator with filter to BS EN 143 class P3	1	3	3	
Inhalation of Formaldehyde vapours when machining composite materials such as chip board and MDF.	Respiratory system damage. Possible Allergic reaction May cause cancer.	4	4	16	When machining composite materials, operators must wear a reusable respirator with a combined organic vapour filter type A to class 1 or 2.	1	4	4	

RISK ASSESSMENT – WOODWORK



Hazard	Consequence	Pre-Control Risk P S R			Control Measures	Residual Risk P S R			Remarks
Contact of Airborne fragments with eyes.	Eye damage,	3	3	9	All persons in the vicinity of machining operations to wear safety glasses to BS EN 166 1. F or: Safety goggles to BS EN 166 1. 4 or BS EN 166 2. 4 or:	1	3	3	
Manual Handling	Injury	4	3	12	Refer to controlled documents 1.29 Manual Handling Assessment. Do not attempt any lifting or handling unless you are sure that you are able to complete it safely. As appropriate, use mechanical systems and or enlist the help of others.	2	3	6	
Falling objects	Injury	2	3	6	No work to be carried out unless all present in the workshop are wearing a safety helmet to BS EN 397 and CE Marked safety boots or shoes with reinforced toe and sole protection, for example to either: BS EN 345 P, BS EN 347 P, ISO 20345:2004 P or ISO 20345:2007 P.	1	3	3	
Noise	Hearing damage; Tinnitus	3	3	9	Equipment may produce unacceptable levels of noise (eg portable power tools and mitre saws), Where there is any doubt, All persons in the Unit to wear ear defenders to BS EN 352.	1	3	4	
Ignition of flammable materials and wood dust	Injury/Death	3	4	12	Avoid sources of ignition in the workshop. Maintain housekeeping standards. Comply with control measures in the fire risk assessment for the building.	1	4	4	
Accidents occurring when working alone. and being unable to summon assistance.	Injury	4	4	16	It is not permitted use the following machines when alone in the workshop: The fixed machines as described above. Any powered saw (with the exception of small jigsaws) Powered planes Powered routers For other work, avoid working alone wherever practicable. Lone working is not allowed unless it is possible to arrange with a responsible colleague working in Unit 11 constantly monitor via a video link using installed camera equipment. In addition, arrange to make contact with a colleague on a regular basis (at least every 15 minutes). If no contact is made when expected, the colleague shall check whether all is well, and if not, render assistance, and summon help as appropriate.	2	4	8	

KEY

Accident Probability P	X	Accident Severity S	=	Risk R	Factor	Action
Very Likely 4		Very Serious 4		9 - 16	High	Unacceptable Risk. Re-assess to eliminate/ reduce risk to Low/Med Factor
Reasonably Likely 3		Reasonably Serious 3		5 - 8	Med	Consider further precautions to reduce risk to Low Factor. Proceed with extra care if unable to reduce to Low Factor
Reasonably Unlikely 2		Reasonably Moderate 2				
Very Unlikely 1		Very Minor 1		1 - 4	Low	No further action required