

# RISK ASSESSMENTS

<b>Name of Assessor</b>		<b>Work Area</b>	Onsite	<b>Task</b>	Bell installation & associated works	<b>Ref No</b>	
<b>Name of Reviewer</b>							
<b>Date</b>							
<b>Site Address</b>							

What is the hazard	Who might be harmed	How might people be harmed	Existing risk control measures	Risk rating			Additional controls	New risk rating (residual)			Action / monitored by whom?	Action / monitored by when?
				L	C	R		L	C	R		
Height	Bell hangers Volunteers Others accessing site	A person may fall from a high area. Injuries can range from minor to catastrophic dependent on height.	Trap doors only open when necessary. Non slip footwear and toe-tectors to be worn. Ensure no trip hazards in area. Proper use of well maintained and checked ladders or scaffolding. Ensure ballastade in place round trap door.	3	5	15	Ensure only those under control of Bell Hanger enter at risk areas. Ensure scaffolding conforms to EN1004 standard.	2	5	10	Most Senior Bell Hanger onsite or nominated Guild leader	
Falling objects	Bell hangers Volunteers Others accessing site	Tools, debris, any other object that is not secured may fall near or on people. Minor to catastrophic injuries dependent on object.	Good working practice of not leaving tools laying around when not in use. Good housekeeping practices. Ensure trapdoors are shut when not in use.	2	5	10	Scheduled tidying up points during the day	1	5	5	Most Senior Bell Hanger onsite or nominated Guild leader	
Difficult access / egress route through building	Bell hangers Volunteers	Squeezing through small access points, spiral staircases with uneven steps, ladders, carrying tools awkwardly could cause minor injuries	Hoist tools and materials through hatches where possible using proper lifting gear. Manual handling training. Visibly assess access ladders before each use.	4	2	8	Ensure only people fit to be working in such conditions are onsite. Removal of anyone onsite from tasks where this is a problem or ill-health suspected.	3	2	6	Most Senior Bell Hanger onsite or nominated Guild leader	

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Single Egress routes	Bell hangers Volunteers Others accessing site	Single routes of egress could trap people in area of building if there was a fire.	Ensure emergency exit plans are communicated by the customer.	4	5	20	Ensure exit routes are clear at all times.	4	2	8	Most Senior Bell Hanger onsite or nominated Guild leader	
Lifting & slinging	Bell hangers Volunteers Others accessing site	Heavy bells, materials or tools could fall, crush, trap, hit people in the vicinity. Minor to catastrophic injuries could occur.	Trained personnel. All lifting and slinging equipment subject to regular inspections. Lifting beams and strong points must only be sanctioned by bell hangers or the Guild Technical Advisor	3	5	15	Communication with people onsite when activities are taking place. Personnel kept to a minimum in the risk area. Do not lift with people directly below. Ask helpers if they have back problems.	2	5	10	Most Senior Bell Hanger onsite or nominated Guild leader	
Carrying heavy materials, tools, equipment	Bell hangers Volunteers	Minor to major injuries through improper lifting or attempting to lift big or heavy items	Manual handling trained personnel.	2	3	6	Hoist heavy / large items through hatches using proper lifting gear.	2	2	4	Most Senior Bell Hanger onsite or nominated Guild leader	
Moving around the bell installation	Bell hangers Volunteers	Minor to major injuries from slips, trips or falls	Ensure areas of bell installation are free from trip hazards.	3	5	15	Ensure 3 points of contact at all times moving around. Non-slip shoes/boots to be worn	2	5	10	Most Senior Bell Hanger onsite or nominated Guild leader	
Cold temperatures	Bell hangers Volunteers	Extreme cases hypothermia is possible. Cold hands and toes. Loss of grip. Tools freezing to skin / other areas.	Appropriate PPE - gloves, warm clothing	3	3	9	Regular breaks to go to warmer area, hot drinks.	3	2	6	Most Senior Bell Hanger onsite or nominated Guild leader	

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Hot temperatures	Bell hangers Volunteers	Dehydration, heat stroke	Appropriate PPE, regular drink breaks	3	3	9	Longer breaks during hottest part of the day	3	2	6	Most Senior Bell Hanger onsite or nominated Guild leader	
Animal excrement / nesting materials	Bell hangers Volunteers	Bird / Bat faecal matter can cause illness	Clearance of animal excrement to be carried out before attending site	3	3	9	Bell hanger to assess cleanliness on site and will leave if it is an unacceptable level of cleanliness	2	2	4	Most Senior Bell Hanger onsite or nominated Guild leader	
Substances	Bell hangers Volunteers	Improper use of chemicals or substances required for work	Use appropriate PPE and usage instructions as per MSDS for each substance	3	3	9	Training for specific risks associated with using substances in the bell installation environment	2	3	6	Most Senior Bell Hanger onsite or nominated Guild leader	
Portable electrical equipment	Bell hangers Volunteers	Electric shock or injury from poorly maintained equipment	Visual inspection of equipment prior to use. Only use within the manufacturers guidelines.	2	4	8	Annual PAT testing of equipment. 110V appliances preferred	1	4	4	Most Senior Bell Hanger onsite or nominated Guild leader	
Dust / Debris in the environment	Bell hangers Volunteers	Dust and debris could be ingested or get in eyes	Wear appropriate PPE dependent on levels of dust and type of debris. (This includes face masks)	4	3	12	Good housekeeping. Use of industrial vacuum cleaner	2	2	4	Most Senior Bell Hanger onsite or nominated Guild leader	

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Use of power tools	Bell hangers Volunteers	Hand Arm Vibration Syndrome, flying particles, ingestion of dust / debris, electric shock.	Take regular breaks from vibrating tools, wear appropriate PPE, ensure all equipment is PAT tested.	3	3	9	Ensure only bell hangers use industrial power tools e.g. demolition hammers. Angle grinder operatives will need eye and hand protection. Beware sparks causing a fire hazard	2	3	6	Most Senior Bell Hanger onsite or nominated Guild leader	