

**PROJECT: Fume Cupboard Ductwork**

Project/Site no. **CEH Lancaster**

**RISK ASSESSMENT AND SUMMARY  
(CONSTRUCTION DESIGN & MANAGEMENT REGULATIONS 2015)**

Hazard Type	Ductwork Services Installations	Persons Affected	Risk Rating*			Site Type	Residual Risk Rating*			
		(Tick)	L	x S	=R		L	x S	=R	
Specific Hazard Details	1. Danger to third parties (staff and visitors) during engineering works. Proximity of scope of works to the other occupied spaces could generate a hazard. Risk of injury due to noise, fumes and dust generated by activities. Working at height and slippery roof areas.	Public/3rd Party	✓	4	5	20	Suggested Control Measures  Work areas to have restricted access to separate from the occupied areas of the building. Contractor access route to be agreed with the client. Edge protection and harnesses to be used particularly where equipment is craned onto roof.  Redundant services to be safely decommissioned and identified. Live services to be actively protected. Services routes to be clearly identified and physically contained.  The client to provide details of any known hazardous or deleterious materials installed or in use on the site. Operatives to be made aware of potential for hazard.  Services to be installed to ensure minimum access requirement at high level. Where access is required for plant, etc. to be installed with sufficient free space to allow easy access at lowest possible height.	2	2	4
		Contractor	✓	3	5	15		2	2	4
		Staff	✓	3	5	15		2	2	4
	2. Risk of injury due to potential disturbance of unidentified live mechanical and electrical services during works.	Public/3rd Party								
		Contractor	✓	2	5	10		1	5	5
		Staff	✓	1	5	5		0	5	0
	3. Risk of injury or illness caused by hazardous materials found on site or disturbed during demolition/site clearance.	Public/3rd Party	✓	1	3	3		0	2	0
		Contractor	✓	2	3	6		1	3	3
		Staff	✓	1	3	3		0	2	0
	4. Installation and maintenance access to services installed above suspended ceilings.	Public/3rd Party								
		Contractor	✓	3	3	9		1	1	1
		Staff	✓	2	2	4		1	1	1

<b>Prepared By :</b>	Nigel Parfitt	<b>Position :</b>	Building & Services Manager	<b>Date:</b>	04/08/15			
<b>Risk ratings *</b>	<b>LIKELIHOOD</b> (ie likelihood of accident occurring NOT of harm resulting)			<b>SEVERITY</b> (ie probable outcome of incident)				
	0	Highly improbable (manhole with cover in place)	3	Likely (open manhole with flimsy un-anchored barrier)	1	Slight - "First-aid" injuries or illness	4	Major - broken limbs, fractured skull, major burns
	1	Very unlikely (open manhole with solid fixed barrier & signs)	4	Very likely (open manhole, flimsy barrier in busy concourse)	2	Minor - Less than 3 days off work	5	Catastrophic - fatality or permanent disability
2	Unlikely (open manhole with barrier railing clamped in place)	5	Almost certain (open manhole, no barrier in crowded concourse)	3	Serious - RIDDOR 3-Day reportable			
<b>Page 1 of 4</b>								

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5.	Danger of electrocution when working on existing electrical services.	Public/3rd Party				Suggested Control Measures Contractor to ensure that existing services are isolated prior to removal or modification, without means of remote reconnection whilst the works are in progress. Permit to work system may be required to monitor shut downs and reconnections to be agreed.				
		Contractor	✓	4	5		20	1	5	5
		Staff	✓	1	4		4	1	3	3
6.	Electrical/ Mechanical Services Installations. Access and isolation for maintenance/modification/expansion.	Public/3rd Party	✓	1	1	1	Suggested Control Measures Space to be provided in Plant/ Switch rooms for safe maintenance. Panels to incorporate as installed schematic drawings, and clear indication if isolation elsewhere is required.	1	1	1
		Contractor	✓	2	1	2		1	1	1
		Staff	✓	2	1	2		1	1	1
		Public/3rd Party	✓	3	2	6		1	2	2
7.	Asbestos – Risk of Injury or Death from Asbestosis.	Contractor	✓	1	2	2	Suggested Control Measures Check Client Asbestos Register prior to commencing works. Personnel to be vigilant when undertaking works.	1	2	2
		Staff	✓	1	2	2		1	2	2
		Public/3rd Party	✓	1	5	5		0	4	0
8.	Hot works. Use of materials or equipment requiring hot jointing or fabrication could create a fire or injury risk.	Contractor	✓	4	5	20	Suggested Control Measures All installation materials and plant components, where appropriate, to be suitable for cold fabrication. Hot works where essential to be carried out off site as a pre-assembly exercise or in a controlled and adequately ventilated environment.	2	5	10
		Staff	✓	3	5	15		1	5	5

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9.	Disposal of Waste Materials During Construction. Environmental hazards such as fly-tipping and incorrect disposal of fluorescent tubes, cutting oils and other materials subject to the COSHH Regulations.	Public/3rd Party	✓	1	2	2	Suggested Control Measures Contractor to provide evidence of correct use of licensed disposal companies and bespoke disposal areas for toxic materials (i.e. F- Gas)	1	1	1
		Contractor	✓	2	2	4		1	1	1
		Staff	✓	1	2	2		1	1	1
10.	Electrical distribution may be routed in ceiling voids and corridors and could present a risk during maintenance operations.	Public/3rd Party	✓	2	3	0	Distribution to be clearly labelled with means of isolation indicated.	0	3	0
		Contractor	✓	2	5	10		1	5	5
		Staff	✓	2	5	10		1	5	5
11.	Rooms with more than one circuit isolated.	Public/3rd Party					Contractor to obtain authorisation using their permit to work system for isolating circuits within each space and provide temporary lighting where necessary.			
		Contractor	✓	3	5	15		1	5	5
		Staff								
12.	Loss of general and emergency lighting due to electrical shutdown periods.	Public/3rd Party	✓	3	5	15	Contractor to carry out a risk assessment and method statement and agree any temporary lighting and emergency lighting requirements for the shutdown period.	1	5	5
		Contractor	✓	3	5	15		1	5	5
		Staff	✓	3	5	15		1	5	5

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Hazard Type	<b>Mechanical &amp; Electrical Services Installations</b>	Site Type	The replacement of roof mounted Fume Cupboard Ductwork in a laboratory and office building.					
Specific Hazard Details	Persons Affected (Tick)	Risk Rating*			Suggested Control Measures	Residual Risk Rating*		
		L	x S	=R		L	x S	=R
13. Other than those items described above, the potential hazards presented by the concept design for this project are limited to those normally associated with a project of this nature and which would be obvious to a competent contractor.	Public/3rd Party	✓						
	Contractor	✓						
	Staff	✓						

<b>Prepared By :</b>	Nigel Parfitt	<b>Position :</b>	Building & Services Manager	<b>Date:</b>	14/05/15			
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				<b>Page</b>	4	<b>of</b>	4	

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