

Task/Operation:	Use of electrical equipment in and out of doors		
Group(s) affected:	Staff and volunteers		
Person(s) undertaking assessment:	Steve Cresswell	Date:	24.05.2004
Employee(s) consulted:	Alan Cameron, John Thompson		
Union Safety Rep(s) consulted:	Alan Healey		
Key:	Manager (M), Staff (S), Volunteers (V)		

Reviews			
Next Review Required	Date actually reviewed	Changes Required? (Yes/No)	Assessor Signature
24.05.2005	20.10.05	No	RTT
20.10.2006			

Hazard	Resultant effect(s)	Before control			State control measures and person responsible to action each one	After control		
		L	S	R		L	S	R
Inappropriate use of electrical equipment	Accident and/or injury	2	2	4	All staff to be trained and competent in use of equipment.	1	2	2
Equipment in poor/dangerous condition	Serious injury and/or death through electrocution (operator and those in vicinity) Fire: damage to property	2	3	6	Ensure equipment is well maintained, serviced and tested on a strict timetable. Visually inspect equipment before use. Faulty equipment to be reported immediately to manager/defected to County Property and/or appropriate contractor, labelled as faulty, and removed from use. No repairs to be carried out by Countryside Staff.	1	3	3

Hazard	Resultant effect(s)	Before control			State control measures and person responsible to action each one	After control		
		L	S	R		L	S	R
Equipment in poor/dangerous condition (continued)					All power supplies to be RCD protected where possible, or double insulated. Equipment to be unplugged or switched off when not in use - i.e. overnight (S). Store equipment in suitable & secure dry conditions. Only 110V equipment to be used outdoors. Avoid use in wet weather (M/S). Refer to GCP7: electrical equipment			
Cables & extension leads – trip hazard	Accident and injury	3	2	6	Ensure leads are routed safely and are away from thoroughfares. Where this is not possible, and as a temporary measure, leads may be hazard taped to draw attention to them and/or covered by rubber cable protectors.	1	2	2
Fire due to incorrect use of extension leads	Injury and damage to property	2	2	4	Consider providing permanent electrical connection, before resorting to extension leads. Observe maximum amperage/wattage recommendations (fully wound and fully unwound) for extension leads. If in doubt fully unwind the cable (S).	1	2	2

Incorrect or dangerous use of electrical power tools	Injury (to operator and others in the vicinity)	2	2	4	Only trained and/or competent operatives to use the equipment (M/S). Appropriate PPE (e.g. safety glasses, ear defenders) to be available (M) & used (S).	1	2	2
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This Assessment is not exhaustive and Management must ensure that work not covered by this Risk Assessment should only be undertaken after a suitable Risk Assessment has been made. Some activities should only be carried out in conjunction with a written safe system of work. The risk ratings in this assessment are established on the basis that the control measures are in place.