

Project		Supply and installation of lights		Evaluator Name				BASELINE RISK ASSESSMENT																					
Compiled By		Client Team		Signature																									
Date of Assessment		24/10/2024		Responsible Manager																									
		Signature																											
PROBABILITY INDEX	5	Almost certain to inevitable	SEVERITY INDEX INJURY/DISEASE (I)	5	Fatal	SEVERITY INDEX PRODUCTION (P)	5	No production	SEVERITY INDEX ENVIRONMENT (E)	5	Permanent effects	SEVERITY INDEX COST (C)	5	> R500 000	FREQUENCY INDEX	5	Hazard permanently present	PROBABILITY VALUE X SEVERITY VALUE X FREQUENCY VALUE /125 = TOTAL SCORE (%)											
	4	Probable		4	Permanent to Slight Disability		4	Loss of 1 month or more production		4	Long term 2 years		4	R100 000 - R499 999		4	Hazard arises every week												
	3	Improbable		3	14 Days with complete recovery		3	Loss of 1 week of production		3	Med - 6 months to 1 year		3	R10 000 - R99 999		3	Hazard arises every month												
	2	Less than even chance		2	Medical attention 14 Days with complete recovery		2	Loss of 1 days's production		2	Short term - 1 day to 6 months		2	R1 000 - R9 999		2	Hazard arises every year												
	1	High improbable		1	First aid only		1	Loss of 1 man shift		1	Insignificant effect		1	R0 - R999		1	Hazard arises every 5 years												
Risk Value				PPE Requirement & Safety Signs																									
A		90 - 100%		Very High Risk		B		60 - 79%		High Risk		C		40 - 59%		Medium Risk		D		20 - 39%		Lower Risk		E		0 - 19%		Low Risk	
																													
Item	Task / General Activities	Hazard & Risk Identified	Risks I.r.t the hazard	Severity Index										PPE	Signs	Corrective Action	Responsible Person & Time Frame												
				I	P	E	C	Total	Assesses	Count	5 Points Each	Formula = points 5*5	Probability Index					Frequency Index	Risk Score	Risk Value									
1	Electrical Power Skirting Installation and Removal & Supply and Install LED Panel Lights with Motion Sensors Supply and installation of Electrical power skirting in all the offices and all circuit must be wired from the distribution Board. Supply and install LED panel lights with motion sensor.	1.Electrical 2.Manual handling of equipment, 3.Electric shock, 4.Arc Flash.	1. Health & safety (I) 2. Cost (C) 3. Productivity (P) 4. Environment (E)	5 5 5 5	1 1 1 1	5 5 5 5	125 125 125 125	4 4 4 4	5 5 5 5	100 100 100 100	80% 80% 80% 4%	C,D,E,K	L,B	1.Ensure compliance to DBSA OHS requirements. 2. De-energize circuits; use lockout-tagout. 3. Site supervisor to ensure that all employees are equipped with the correct/necessary PPE and to ensure the utilisation of them. 4.Task specific HIRA to be completed before commencement of work. 5. Conduct toolbox talk; ensure all personnel are trained on electrical safety management and inspection. 6. Use ladders with stabilizers	Principal Contractor														
2	Wall Partition Removal and Installation Remove and dispose existing wall partition in the offices.	1.Manual Handling, 2. Power tools, 3. Cuts, 4. Strains, 5. Falls, 6. Flying debris.	1. Health & safety (I) 2. Cost (C) 3. Productivity (P) 4. Environment (E)	4 4 4 1	1 1 1 1	5 5 5 5	125 125 125 125	4 4 4 1	5 5 5 1	80 80 80 1%	64% 64% 64% 1%	C,D,E,K	L,B	1.Train personnel on lifting techniques 2.Site supervisor to ensure that all employees are equipped with the correct/necessary PPE and to ensure the utilisation of them. 3. Task specific HIRA to be completed before commencement of work. 4. Secure work area	Principal Contractor														
3	Blinds and Curtain Rails Installation Supply and install curtains rail with new curtain blinds.	1. Working at heights, 2. Manual handling of equipment, 3. Falling objects, 4. Fall from ladders	1. Health & safety (I) 2. Cost (C) 3. Productivity (P) 4. Environment (E)	4 4 4 1	1 1 1 1	5 5 5 5	125 125 125 125	5 5 5 5	5 5 5 25	100 100 100 20%	80% 80% 80% 20%	C,D,E,K	A,B	1.Ensure staff is trained in working at height. 2.Site supervisor to ensure that all employees are equipped with the correct/necessary electrical work PPE and to ensure the utilisation of them. 3. Task specific HIRA to be completed before commencement of work. 4.Use step ladders with stabilizers. 5. Secure tools.	Principal Contractor														
4	Wall Paper Installation & Painting Supply and installation of new wallpaper in the offices. Paint wall with rewritable recommended wall paint.	1.Adhesive fumes, 2.Manua handling, 3. Skin contact 4.Ladder use, 5.Respiratory & skin irritation, 6.Falls	1. Health & safety (I) 2. Cost (C) 3. Productivity (P) 4. Environment (E)	5 5 3 1	1 1 1 1	5 5 5 5	125 125 125 125	4 4 5 1	5 5 60 1	100 100 60 1%	80% 80% 48% 1%	A,D,E,K	A,B	1. Ensure proper ventilation; 2. Site supervisor to ensure that all employees are equipped with the correct/necessary PPE and to ensure the utilisation of them. 3. Task specific HIRA to be completed before commencement of work. 4. use ladders safely at all times. 5. Use water-based paints where possible	Principal Contractor														
5	Repair and Replacement of Ceiling & Damaged Floor Supply and install ceiling board and repair ceiling bracket if damaged. Supply and installation damaged floor carpets in the offices if necessary.	1. Working at heights 2. Trip and slip 3. Dust exposure	1. Health & safety (I) 2. Cost (C) 3. Productivity (P) 4. Environment (E)	5 5 5 1	1 1 1 1	5 5 5 5	125 125 125 125	4 4 4 1	5 5 5 1	100 100 100 1%	80% 80% 80% 1%	A,D,E,K	A,B	1. Compile a fall protection plan and ensure all employees are trained on working at heights risks and controls inplace. 2. Site supervisor to ensure that all employees are equipped with the correct/necessary working on height PPE and to ensure the utilisation of them. Task specific HIRA to be completed before commencement of work. 3. Ensure working area is clear and seal off area from others. 4. Ensure floor is dry 5. Use caution signage.	Principal Contractor														
6	Carpet Installation Supply and installation carpets in the offices if necessary.	1.Manual Handling 2.Tripping	1. Health & safety (I) 2. Cost (C) 3. Productivity (P) 4. Environment (E)	4 3 3 1	1 1 1 1	5 5 5 5	125 125 125 125	4 5 5 1	5 60 60 1	80 60 60 1%	64% 48% 48% 1%	A,D,E,K	A,B	1. Site supervisor to ensure that all employees are equipped with the correct/necessary PPE and to ensure the utilisation of them. 2. Task specific HIRA to be completed before commencement of work. 3. Conduct training on manual handling. 4. Use ergonomic tools.	Principal Contractor														
7	Re-build Existing Aluminum Front to Accommodate New Door Re-build existing aluminium front shop to accommodate new door.	1.Manual Handling 2.Use of Power Tools	1. Health & safety (I) 2. Cost (C) 3. Productivity (P) 4. Environment (E)	5 5 5 2	1 1 1 1	5 5 5 5	125 125 125 125	4 4 4 2	5 5 5 2	100 100 100 2%	80% 80% 80% 2%	C,D,E,K	A,B	1. Site supervisor to ensure that all employees are equipped with the correct/necessary PPE and to ensure the utilisation of them. 2. Task specific HIRA to be completed before commencement of work. 3. Conduct training on manual handling. 4. Use ergonomic tools; 5. Demarcate the area from pedestrians	Principal Contractor														