



**Risk Assessment Documentation for
the works to be carried out
At
FINSBURY SQUARE, NCP
CAR PARK,
LONDON, EC2A 1AD
for
AUTOWASH**

Prepared by:

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30th April 2009

Reference: 738/01/300409

Project: Mini Valeting at Finsbury Square, NCP Car Park, London, EC2A 1AD	Activity: Mini Cooper Valeting at Finsbury Square	Page: 1 of 3 Total of 14 identified hazards	Completed By: Ricky Plumb	Date: 30/042009
Project No:	People affected / at risk of being harmed: Mr Peter from Autowash will be carrying out these works. Mr Mark Cohen Autowash director will inform any trades or persons whom may be affected by the works and Autowash will give a copy of this document and associated method statement and specific risk assessments prior to any works being carried out on site to any persons, or trades whom may be affected by these works.			

No	Hazards	Possible Affects / Harm/ who & what could be at risk	Pre Control Risk Rating			Existing Control Measure or Required Controls to reduce risk	Post Control Risk Rating		
			High	Medium	Low		High	Medium	Low
1	Manual Handling	Back sprains. Strains. Muscular injuries. Risk of crushing. Potential damage materials and property. Mr Peter Murrell		X		Manual handling best practice covered during safety induction training and toolbox talks. Extreme care is to be taken whilst moving work equipment at Finsbury Square, NCP Car Park. Mr Ricky Plumb to give toolbox talks on manual handling on Friday the 18 th of May 2009 during monthly Health and Safety briefing.			X
2	Work Equipment Which include, Vaccum Cleaner, hoses, and Vehicle Equipment (for e.g. Jetwash Nozzle)	Mr Peter Murrell or Members of the public Property & Equipment		X		Autowash to ensure that all staff are experienced and trained within regards to the work equipment they use. All equipment is PAT tested Electrical supply fitted with RCD Mark Cohen from Autowash will ensure that all work equipment is well maintained and in good working order. Ricky Plumb will speak with Mark Cohen about the possibility of purchasing 110 Volt Vacuum Cleaner for each Autowash vehicle. Please see Photograph 006		X	
3	Housekeeping-Slips, Trips and Falls	Head injuries Back sprains. Strains. Cuts Muscular injuries. Equipment damage Mr Peter Murrell Members of Public	X			Ensure Good Housekeeping is followed at all times. To ensure that electricity cable fed from vehicle to vaccum cleaner is covered with cable protector to reduce the probability of trip hazard. Currently only a safety cone is used. Please see photo ref 006 Mr Ricky Plumb to give toolbox talks on general housekeeping on Friday the 18 th of May 2009 during monthly Health and Safety briefing.		X	

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4	COSHH	Risk of fire Risk to health Mr Peter Murrell Members of the public	X			Autowash staff wear correct PPE whilst using hazardous substances. All staff are trained and experienced when using hazardous substances All hazardous substances are risk assessed by PIP and data sheets are held at Autowash head office. Products are decanted at head office into smaller quantity bottles with appropriate labelled for use and storage on vehicle. All vehicles are labelled to identify carrying hazardous substances. Please see photographs ref: 002/003/004/005 All new products are risk assessed before using it on site. Autowash staff follows safe working procedures at all times. Mr Ricky Plumb to give toolbox talks on COSHH on Friday the 18 th of May 2009 during monthly Health and Safety briefing.		X	
5	First Aid Facilities	Mr Peter Murrell Members of the public		X		First Aid Box is available and easily accessible to Peter Murrell All Autowash staff to attend Emergency First Aid Training course by 1 st of August 2009.		X	
6	Staff Welfare	Mr Peter Murrell			X	All Autowash staff receive training on all health and safety related issues. Mr Ricky plumb carries out toolbox talks if work place hazards are identified or in case of near misses.			X
7	Fire Safety	Death. Serious Injury. Damage to vehicle. Loss of equipment. Damage to third parties property. Mr Peter Murrell Members of public		X		Autowash staff to attend Fire Safety training course by 1 st of August 2009. All vehicles have a fit for purpose Fire Extinguisher Autowash vehicle carry only limited quantity of hazardous substances with appropriate labelled to use on site. (Decanting) All vehicles are labelled to identify carrying hazardous substances.		X	
8	Lone Working	Loss of equipment Attack / Assault Mr Peter Murrell	X			All autowash vehicles are fitted with tracker system On completion of each job Autowash valetors phone head office and inform about job completion. Restriction of collecting cash from customers. Head office take payment over telephone by debit/credit cards PIP recommend to display "No Cash Carried on Vehicle" on all vehicle		X	

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9	Noise from Autowash Equipment	Mr Peter Murrell Members of Public		X		Autowash have a planned maintenance programme for all vehicle equipment. Method statements and risk assessments are completed when new tools or machinery are introduced that have the potential to create noise in excess of 80dB(A). Specific noise risk assessments are carried out as required.		X	
10	Personal Protective Equipment	Death. Injuries. Loss of limbs. Mr Peter Murrell		X		All staff are issued free of charge fit for purpose Personal Protective equipment (PPE). No staff will be allowed to use vehicle equipment without PPE. Monthly spot check are carried out by Ricky Plumb on autowash valetors Please see photograph ref 001		X	
11	Accident Prevention and Reporting	Prevention of similar accident. Mr Peter Murrell Members of Public		X		The risk assessments are reviewed by Ricky Plumb in the case of any near misses or accidents within Autowash All accidents, near misses are recorded in the accident report book and reported to Mark Cohen All RIDDOR reportable accidents are communicated to Ricky Plumb Ricky Plumb to deliver and record monthly tool box talks or as required in the case of near misses/accidents.		X	
12	Staff Safety Induction Training	Mr Peter Murrell Members of Public		X		Mr Peter Murrell received staff training induction All Autowash staff receive induction training All Autowash staff are informed of any changes that occur in company procedures or policies prior to them being implemented.		X	
13	Parking of Autowash Vehicle	Mr Peter Murrell Members of Public		X		Mr Peter Murrell parked the Autowash vehicle as close is reasonable practicable near to the vehicle registration number OY57 FAM in order to reduce the probability of workplace accident. Mr Peter Murrell paid particular attention to Autowash vehicle security whilst carrying out the work.		X	
14	Other Persons / Members of the Public	Serious Injuries. Damage to vehicle and equipment			X	Extreme care was taken regarding the proximity of the Autowash vehicle and vehicle registration number OY57 FAM.			X

Signature Of Person Signing and who is Responsible for carrying out Risk Assessment	Print Name: Ricky Plumb PIP Professional Training & Services	Signed:	Date: 06 th May 2009
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Mr Mark Cohen will take full responsibility of circulating of this risk assessment and completion of the safety management sign off documentation. Copies of documentation would be kept within the health and safety folder at head office.