Occupational Health and Safety Baseline risk assessment template

Business/Operating unit:	**Eskom**	**Telecommunications**	**Next Review Date (every 2 years):**	**Template identifier:**

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Refer to Occupational Health and Safety Risk assessment procedure 32-520

List activity	*Hazard Identification*	*Associated risk*	*Risk type*	*What are the possible consequences?*	*Existing Controls*	Consequence	Likelihood		Risk Priority Rating		*Control Owner*	*Legal and Other Requirements*
List specific activities to be performed taking into consideration the equipment to be used, the personnel involved in the task.	Anything with potential to cause of harm. **Note:** A hazard can pose more than one risk.	A chance that injury , ill health or damage could occur as a result of uncontrolled hazard.	Safety or health	Consider the worse case scenario without controls?	Include: - Preventative Controls (controls implemented to eliminate hazards or reduce the likelihood of the risk occurring), and - Reactive Controls (controls implemented to reduce the immediate impact of the risk occurring) **Elimination** **Substitution** **Engineering controls** **Administrative controls** **Personal protective equipment (PPE)**					**RCE** Risk Control Effectiveness	Person allocated the responsibility for implementing the agreed controls	Where relevant, list the relevant legislative and or Eskom requirements that prescribe the control.
Travelling By Road	Fatigue	Falling asleep while driving,	Safety	MVA which may lead to injury or fatality	Safety Awareness on fatigue Management, Availability, implementation and Monitoring of adherence to fatigue Management Procedure (ETTB 1517), Availability, implementation and monitoring of adherence to the travelling Procedure 240-62946386, MVA reports are analysed on a monthly basis to determine trends on excessive km travelled	3	B	3B	III	**Mostly effective**	Telecommunication s and contractor	Line 32.3, Driver Fatigue management, ETTB 1517, Safe Travelling Procedure 240-62946386; Risk Assessment Procedure 32-520) Task Specific Risk Assessment (ETFM1289)(ETFM1038) OHSAS 18001(4.3.1,4.5.3)
	Mechanical failures	Defective Vehicle	Safety	MVA which may lead to injury or fatality	Vehicle planned maintenance,pre-trip inspection,	2	A	2A	IV	**Mostly effective**	Telecommunication s and contractor	Line 32.3; Safe travelling procedure 240-62946386; Risk Assessment Procedure 32-520) Task Specific Risk Assessment (ETFM1289)(ETFM1038) OHSAS 18001(4.3.1,4.5.3)
	Wild/stray animals	Hitting a straying animal	Safety	MVA which may lead to injury or fatality	Defensive driving, driver awareness including being vigilant, obeying traffic rules	2	A	2A	IV	**Mostly effective**	Telecommunication s and contractor	Line 32.3, Risk Assessment procedure (32-520), ETFM1038, Task Specific Risk Assessment (ETFM1289); OHSAS 18001(4.3.1,4.5.3)
	Over speeding	Collission, losing control of the vehicle, unable to stop in time	Safety	MVA which may lead to injury or fatality	Scheme and hired Vehicles, driver awareness, disciplinary measures	4	C	4C	II	**Mostly effective**	Telecommunication s and contractor	Line 32.3, Line 54.1 and line 55.3, 55.5;Travelling Procedure 240-62946386, Risk Assessment procedure (32-520), ETFM1038, Task Specific Risk Assessment (ETFM1289), OHSAS 18001(4.3.1,4.5.3)
	Exposure to Hijacking/ robbery	Possible assault, rape, stress, trauma, being shot	Safety	Vehicle being taken, Possible injury or fatality	Risk Assessment done for every task, Training on advanced and Defensive driving, Awareness on Hijacking	4	C	4C	II	**Mostly effective**	Telecommunication s and contractor	Line 32.3, Risk Assessment Procedure (32-520); OHSAS 18001(4.3.1,4.5.3)
	Poor Road conditions	Possible puncture or damage to the vehicle tyre	Safety	MVA which may lead to injury or fatality	Awareness on safe driving, training on advance driving, 4x4 training for specific employees	6	A	6A	I	**Mostly effective**	Telecommunication s and contractor	Line 32.3, Safe travelling procedure 240-62946386; OHSAS 18001(4.3.1,4.5.3)
	Driving in a 4X4 Terrain without appropriate competence	The vehicle may capsize and roll	Safety	MVA which may lead to injury or fatality	4x4 training by employees using 4x4, driver awareness, availability of suitable type of vehicle, permit issued on 4x4 driving. Flash reports for incidents shared through ET communications	5	D	5D	I	**Mostly effective**	Telecommunication s and contractor	Line 32.3, ETPR0364 and Safe travelling procedure 240-62946386; OHSAS 18001(4.3.1,4.5.3)
	Adverse weather conditions (Heavy rain, hail storm, heavy winds, snow)	Hitting vehicle in front or side, Adverse road conditions, hypothermia,	Safety & Health	MVA which may lead to injury or fatality	Implementation and monitoring adherence to Procedures prohibiting work in bad weather condition (travelling Procedure Safe travelling procedure 240-62946386), Awareness on travelling during bad weather conditions, training on skidpan, Awareness on limiting working only to extreme cases, defensive driving course, Wearing Personal Protective Clothing (Gloves and Winter Jacket)	5	D	5D	I	**Mostly effective**	Telecommunication s and contractor	Line 32.3, Safe travelling procedure 240-62946386, ET Communication; OHSAS 18001(4.3.1,4.5.3)
	Poorly Maintained Gravel Road	Vehicle slipping and capsizing	Safety	MVA which may lead to injury or fatality	Advanced driver training, driver awareness, availability of a gravel road Practice note(ETPN1249) used to manage driving, Incident Monitoring	4	D	4D	I	**Mostly effective**	Telecommunication s and contractor	Line 32.3, Safe travelling procedure 240-62946386, ET Fleet Policy, Off-road practice note (ETPN1249); ETTB1250; OHSAS 18001(4.3.1,4.5.3)
	Pedestrians crossing the road	Hitting a straying animal	Safety	MVA which may lead to injury or fatality including Public	Defensive driving, safe driver awareness, Awareness on safe driving(Put headlights on, limit night time driving)	4	D	4D	I	**Mostly effective**	Telecommunication s and contractor	Line 32.3, Safe travelling procedure 240-62946386, ET Fleet Policy, OHSAS 18001(4.3.1,4.5.3)
	Other negligent road users	Colliding with other vehicles	Safety	possible motor vehicle pile-up (MVA) which may lead to injury or fatality including Public	Continuous risk assessment, Safe Driver awareness(Road rage, avoiding reckless drivers, Giving way irrespective of being right)	5	C	5C	II	**Mostly effective**	Telecommunication s and contractor	Line 32.3, Line 54.22, Safe travelling procedure 240-62946386, ET Fleet Policy, OHSAS 18001(4.3.1,4.5.3)
	Unsafe driving	causing an accident (Collission, losing control of vehicles)	Safety	possible motor vehicle pile-up (MVA) which may lead to injury or fatality including Public	Awareness raised on dangers of using means of communication while driving, Pool Vehicle Management through Introduction of OBC's, driver training & awareness, apply disciplinary measures for any transgressions to OBC	5	C	5C	II	**Mostly effective**	Telecommunication s and contractor	Line 32.3, Line 54.14, Safe travelling procedure 240-62946386, ET Fleet Policy, OHSAS 18001(4.3.1,4.5.3)
	Night driving	Being involved in an accident (Collission, hitting pedeinstrians, hitting straying animals etc)	Safety	MVA which may lead to injury or fatality including Public	Awareness on dangers of driving at night, Risk assessment, buddy system.	5	D	5D	I	**Mostly effective**	Telecommunication s and contractor	Line 32.3, Safe travelling procedure 240-62946386; OHSAS 18001(4.3.1,4.5.3)
	Unroadworthy vehicle	Vehicle Breakdown or parts failure	Safety	MVA which may lead to injury or fatality including Public	Pre-trip inspection, vehicle service, Safe vehicle safety specification (Eskom Vehicle Safety Specification 32-345)	5	D	5D	I	**Mostly effective**	Telecommunication s and contractor	Line 32.3, line 54.10; Procedure 32-95; OHSAS 18001(4.3.1,4.5.3)
	Road Works	Vehicle Collision	Safety	MVA which may lead to injury or fatality including Public	Training Defensive driving, Safe driver awareness(obeying traffic rules, Report road works in toolbox talk) , 240-62946386	5	C	5C	II	**Mostly effective**	Telecommunication s and contractor	Line 32.3, Safe travelling procedure 240-62946386;OHSAS 18001(4.3.1,4.5.3)
	Driving through a herd of cattle	Damage to vehicle	Safety	Possible damage to vehicle or injury	Staff awareness - allow full herd of cattle to pass across road before driving through	5	C	5C	II	**Fully effective**	Telecommunication s and contractor	Line 32.3; 32-520; OHSAS 18001(4.3.1,4.5.3)
	Travelling in areas where there are protests	Loss of control of the vehicle	Safety	Possible damage to vehicle and/or injury/fatality	Safe Driver awareness, protests safety alerts. Sharing protest alerts on possible strike action which enable one to assess the risk. Pre task risk assessment conducted	5	C	5C	II	**Mostly effective**	Telecommunication s and contractor	Line 32.3; 32-520; OHSAS 18001(4.3.1,4.5.3)
	Driving below the bridges during flash floods	Loss of control of the vehicle	Safety	Possible damage to vehicle and/or injury/fatality	Awareness raised on hot spot areas	4	C	4C	II	**Mostly effective**	Telecommunication s and contractor	Line 32.3, 32-520; OHSAS 18001(4.3.1,4.5.3)
Site access and security	Actions and Conditions leading to Hijacking, kidnapping, robbery, assault, rape	Possible assault, rape, stress, trauma, being shot	Safety	Possible Injury or fatality	Evaulate of Tender Returnables , Evaulutions and Approval of safety files before they mobilise on iste , Conduction site audits	4	D	4D	I	**Mostly effective**	Telecommunication s and contractor	Line 32.3; Site access procedure (ETPR 0578), Incident Management Procedure (32-95)OHSAS 18001(4.3.1,4.5.3)
	Poor Road Conditions	Vehicle losing control	Safety	Possible MVA which may lead to injury or fatality	Evaulate of Tender Returnables , Evaulutions and Approval of safety files before they mobilise on iste , Conduction site audits	4	C	4C	II	**Mostly effective**	Telecommunication s and contractor	Line 32.3, 32-520, Safe travelling procedure 240-62946386; OHSAS 18001(4.3.1,4.5.3)
	Exposure to Raptors/Insects/Reptiles	Possible venomous, bites and stings	Safety	Possible poisonous bites and stings which may lead to Occupational illness or fatality	Evaulate of Tender Returnables , Evaulutions and Approval of safety files before they mobilise on iste , Conduction site audits	4	D	4D	I	**Mostly effective**	Telecommunication s and contractor	Line 32.3; Emergency Plan in case of bees, wasps and tick stings (ETPN1730); OHSAS 18001(4.3.1,4.5.3)
	Actions and conditions leading to Veld Fires	Possible burns or Smoke Inhalation	Health	Possible Injury or fatality	Evaulate of Tender Returnables , Evaulutions and Approval of safety files before they mobilise on iste , Conduction site audits	4	D	4D	I	**Mostly effective**	Telecommunication s and contractor	Line 32.3; Emergency Preparedness Procedure ETPR 363; OHSAS 18001(4.3.1,4.4.6)
	Actions and conditions leading to Vandalism	Theft, vandalism, public injury	Safety	Possible public injury or Damage to Property	Evaulate of Tender Returnables , Evaulutions and Approval of safety files before they mobilise on iste , Conduction site audits	2	B	2B	IV	**Mostly effective**	Telecommunication s and contractor	Line 32.3, Site access Procedure (ETPR0578), Incident Management Procedure ETPR0737
Emergency Breakdown maintenance	Fire	Burning, asphyxiation	Safety	injury, property damage	emergency preparedness procedure, awareness, Site maintenance & emergency preparedness drills	3	C	3C	II	**Mostly ineffective**	Telecommunication s and contractor	Line 32.3; Emergency Preparedness Procedure 32-123 ; ISO 45001(4.3.1,4.4.6)
	Flooding	Flooding of rivers, roads blocked, bridges damaged,vehicle washed away, drowning	Safety	Minor/Major injuries, Fatalities	Awareness on driving on low lying bridges has been raised. Implementation (Testing) and adherence to the Emergency Preparedness Plan	3	C	3C	II	**Mostly ineffective**	Telecommunication s and contractor	Line 32.3, Procedure 32-93, ET Communication Plan
	High wind	Sprains, strains, musculoskeletal injuries	Safety	Property damage or injury	Awareness, risk assessment, buddy system	3	C	3C	II	**Mostly ineffective**	Telecommunication s and contractor	Line 32.3, Procedure 32-93, ET Communication Plan
	Ice, snow	Vehicle sliding, slipping while walking	Safety	Property damage or injury	Awareness, risk assessment, buddy system	2	C	2C	III	**Mostly effective**	Telecommunication s and contractor	Line 32.3, Procedure 32-93, ET Communication Plan
COVID-19	Corona Virus Outbreak	Employees contracting the virus leading to reduced productivity or staff atrition	Health	Spread of infected droplets through Exhaling and inhaling with open mouth, Coughing and sneezing	Lockdown. Essential employees identified and given PPE for protection. Awareness raised on COVID 19	5	B		II	**Mostly effective**	Telecommunication s and contractor	Disaster Management Act 57 of 2002 (updated 2020/03/19)
	Poor hygiene practices	Productivity decline from fearful and unfit employees	Health	Washing of hands, touching faces with unclean hands, or contaminared surfaces and not washing your hands	Awareness raised on the importance of regular handwashing	3	B		III	**Mostly effective**	Telecommunication s and contractor	Covid 19 control measures protocols
	Not maintaining social distancing	Productivity decline due to possibility of contacting the disease	Health	People working close to each other	Awareness raised on the importance of social distancing. Employees permited to work from home. Adherence to lockdown managed through work permit system	3	B		III	**Mostly effective**	Telecommunication s and contractor	Covid 19 control measures protocols
	Multiple staff working in overcrowded work areas	Possible spread of infection	Health	not being able to maintain social distancing due to limited space	Lockdown measures implemented. Awareness raised on social distancing.	4	A		III	**Mostly effective**	Telecommunication s and contractor	Covid 19 control measures protocols
	Unhygienic use of breathalisers and biometrics units	Possible spread of infection	Health	not sanitising the equipment after using it on an infected person	Breatherlyzer testing has been stopped	3	B		III	**Mostly effective**	Telecommunication s and contractor	Covid 19 control measures protocols
	Non adherence to lockdown rules	Possible spread and contracting of infection	Health	People not staying at home and making non essential travels	Clocking system used during working hours. Essential services provided with permits to go to work only when it is ubsolutely necessary	4	A		III	**Mostly effective**	Telecommunication s and contractor	Covid 19 control measures protocols
Equipment Handling	Incorrect lifting and Loading	Body strain and muscle pull	Health	Possible injury and occupational illness	Availability and implementation of a Manual Handling guideline Awareness, Training and awareness, equipment casing allocated in pool vehicles	2	B	2B	IV	**Fully effective**	Telecommunication s and contractor	Line 32.3; 32-520; Manual Handling Guideline ETGL0611; ISO 45001(4.3.1,4.5.3)
	Ergonomics	Body strain and muscle pull	Health	Possible injury or illness	Risk assessment, awareness, inspections	2	A	2A	IV	**Fully effective**	Telecommunication s and contractor	Line 32.3; Manual Handling Guideline ETGL0611; ISO 45001(4.3.1,4.5.3)
	Incompetence in the use of equipment	Possible Pricks, Stabbing, and punctures	Safety	Possible injury	Training procedure, skills management training, Technical training matrix in place and implemented	3	B	3B	III	**Mostly effective**	Telecommunication s and contractor	Line 32.3; ISO 45001, Equipment installation Standard ETST0486; ISO 45001(4.3.1,4.4.2)
	Use of Faulty Equipment	Possible electrical Shock	Safety	Possible injury	Procedure on calibration of equipment in place, Quality test certificate in place, Supplier takes the risk of replacement for faulty equipment. Equipment configured before installation	2	B	2B	IV	**Fully effective**	Telecommunication s and contractor	Line 32.3; 32-520; ISO 45001(4.3.1)

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11/05/2022
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Consequences					
6	III	II	I	I	I
5	III	II	II	I	I
4	IV	III	II	I	I
3	IV	III	II	II	I
2	IV	IV	III	II	II
1	IV	IV	III	III	III
			Likelihood		

R	Safety	1	A	Fully effective	I
N	Health	2	B	Mostly effective	II
		3	C	Mostly ineffective	III
		4	D	None	IV
		5	E		
		6			