

Occupational Health and Safety Baseline risk assessment template											
Business/Operating unit:	Arnot P/S							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	RCE Risk Control Effectiveness	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)					Person allocated the responsibility for implementing the agreed controls	Where relevant, list the relevant legislative and or Eskom requirements that prescribe the control.
Administration	Chair	Poor ergonomics/defective chairs	Health	musculoskeletal disorder/injuries due to falling,improper sitting,	ENGINEERING CONTROLS: - None ADMINISTRATIVE CONTROLS: Asset management, Ergonomic survey,Inspection's,awareness PPE: -None	3	A	III	Mostly effective	M.Mathalla	OHS Act 85 of 1993, OHSAS 18001:2007, Eskom, Eskom 32-95 Environmental, Health and Safety Incident Management Procedure, Eskom
Disposal of office waste (paper, plastic, batteries etc)	Ensuring that all office waste generated within Work Execution Period is properly disposed of	Pollution to environment	Safety	Pollution to the environment	ENGINEERING CONTROLS: None ADMINISTRATION CONTROLS: Waste management disposal, waste control sheet to be in place and updated;Supply sufficient bins for separation of waste (E.g. batteries, paper, domestic waste, plastic etc); bins cleaned out daily by cleaning staff. PPE: None	3	B	III	Mostly effective	M.Mathalla	OHS Act 85 of 1993, SANS 10083:2013, OHSAS 18001:2007, Eskom 32-425 Procedure, Eskom 32-95 Environmental, Health and Safety Incident Management Procedure, Eskom
Fire in office area	Possibility of a fire in the office area causing harm to personnel	Burns, injury, fatality, smoke inhalation,	0	burns, death, asphyxiation	ENGINEERING CONTROLS: Muster and evacuation exercises, fire detection in offices, audible fire alarms, earth leakage on electrical boards, no smoking in buildings. ADMINISTRATION CONTROLS: Regular inspections of electrical equipment, SHE rep monthly inspections, PROGRAMME: SHE induction, fire extinguisher training, fire muster exercise by Fire Marshall or FRM, observations, situational awareness.PPE None	3	B	III	Mostly effective	All	OHS Act 85 of 1993, Noise Induced Hearing Loss Regulations, Driven Machinery Regulations, 1988, General Machinery Regulations,1988, SANS 10083-2013, OHSAS 18001:2007, Eskom 32-425 Hearing Conservation Programme/Procedure, Eskom 32-95 Environmental, Health and Safety Incident Management Procedure, Eskom 240-83529507 Standard on Medical Surveillance on Noise, Eskom 32-727 SHEQ Policy, Arnot "SHE" Statement Rev 2: (2015 -2016)

Consequences	6	II
	5	III

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			

