


Occupational Health and Safety Baseline risk assessment template											
Business/Operating unit:	The Supply and Delivery of Consumables									Next Review Date (every 2 years): August 2024	
Date: 11/08/2022	Authorised by:				Authorised by:				Name: Alison Singh	Template Identifier	240-70044602
									Designation: Contract Manager	Document identifier	240-163344495
									Signed: 	Template Revision number:	4
									Date: 12/08/2022	Document Revision number:	1
									Template Revision date:	30-Apr-25	
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			Risk Priority Rating	RCE Risk Control Effectiveness	Control Owner	Legal and Other Requirements
						Consequence	Likelihood				
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: - <u>Preventative Controls</u> (controls implemented to eliminate hazards or reduce the likelihood of the risk occurring), and - <u>Reactive Controls</u> (controls implemented to reduce the immediate impact of the risk occurring) Elimination Substitution Engineering controls Administrative controls Personal protective equipment (PPE)						
	Fatigue	Falling asleep while driving.	Safety	MVA which may lead to injury or fatality	Issuing of Specification , Evaluation of Tender, HIRA	3	B	III	P	Contractors / Telecoms	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	Issuing of Specification , Evaluation of Tender, HIRA	2	A	IV	P	Contractors / Telecoms	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	Issuing of Specification , Evaluation of Tender, HIRA	2	A	IV	P	Contractors / Telecoms	Line 32.3, Risk Assessment procedure (32-520), ETFM1038, Task Specific Risk Assessment (ETFM1289), OHSAS 18001(4.3.1,4.5.3)
	Over speeding	Collision, losing control of the vehicle, unable to stop in time	Safety	MVA which may lead to injury or fatality	Issuing of Specification , Evaluation of Tender, HIRA	4	B	III	P	Contractors / Telecoms	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 at site	Possible assault, rape, stress, trauma, being shot	Safety	Vehicle being taken, Possible injury or fatality	Issuing of Specification , Evaluation of Tender, HIRA	3	B	III	P	Contractors / Telecoms	Line 32.3, Risk Assessment Procedure (32-520); OHSAS 18001(4.3.1,4.5.3)

Travelling By Road	Poor Road conditions	Possible puncture or damage to the vehicle tyre	Safety	MVA which may lead to injury or fatality	Issuing of Specification , Evaluation of Tender, HIRA	3	B	III	P	Contractors / Telecoms	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	Issuing of Specification , Evaluation of Tender, HIRA	2	B	IV	P	Contractors / Telecoms	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	Issuing of Specification , Evaluation of Tender, HIRA	3	B	III	P	Contractors / Telecoms	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	Issuing of Specification , Evaluation of Tender, HIRA	3	B	III	P	Contractors / Telecoms	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	Issuing of Specification , Evaluation of Tender, HIRA	2	B	IV	P	Contractors / Telecoms	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	Issuing of Specification , Evaluation of Tender, HIRA	3	B	III	P	Contractors / Telecoms	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 (Collision, losing control of vehicles)	Safety	possible motor vehicle pile-up (MVA) which may lead to injury or fatality including Public	Issuing of Specification , Evaluation of Tender, HIRA	3	B	III	P	Contractors / Telecoms	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 (Collision, hitting pedestrians, hitting straying animals etc.)	Safety	MVA which may lead to injury or fatality including Public	Issuing of Specification , Evaluation of Tender, HIRA	3	B	III	P	Contractors / Telecoms	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	Issuing of Specification , Evaluation of Tender, HIRA	3	B	III	P	Contractors / Telecoms	Line 32.3, line 54.10; Procedure 32-96; OHSAS 18001(4.3.1.4.5.3)
	Road Works	Vehicle Collision	Safety	MVA which may lead to injury or fatality including Public	Issuing of Specification , Evaluation of Tender, HIRA	2	B	IV	P	Contractors / Telecoms	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	Issuing of Specification , Evaluation of Tender, HIRA	2	A	IV	F	Contractors / Telecoms	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	Issuing of Specification , Evaluation of Tender, HIRA	3	B	III	P	Contractors / Telecoms	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	Issuing of Specification , Evaluation of Tender, HIRA	4	B	III	P	Contractors / Telecoms	Line 32.3, 32-520; OHSAS 18001(4.3.1.4.5.3)
	Driving across low lying bridges during flash floods	Possibility of being swept away	Safety	Minor or major injury, Fatality	Issuing of Specification , Evaluation of Tender, HIRA	4	C	II	P	Contractors / Telecoms	Line 32.3, 32-520; OHSAS 18001(4.3.1.4.5.3)
Towing	Using incorrect vehicle	Vehicle rolling backwards	Safety	Minor, major injury, Fatality	Issuing of Specification , Evaluation of Tender, HIRA	3	B	III	P	Contractors / Telecoms	Line 32.3, Line 54.9; ETWI0584; OHSAS 18001(4.3.1.4.4.6; 4.5.3)
		Incompetence in towing	Safety	Minor, major injury, Fatality	Issuing of Specification , Evaluation of Tender, HIRA	3	A	IV	F	Contractors / Telecoms	Line 32.3, 32-520; ETWI0584; OHSAS 18001(4.3.1.4.4.6; 4.5.3)
	Unsafe towing practices	possible loss of control on the car, possible collision with other vehicles	Safety	Minor, major injury, Fatality	Issuing of Specification , Evaluation of Tender, HIRA	3	A	IV	F	Contractors / Telecoms	Line 32.3, 32-520; ETWI0584; OHSAS 18001(4.3.1.4.4.6; 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	Issuing of Specification , Evaluation of Tender, HIRA	4	B	III	P	Contractors / Telecoms	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	Issuing of Specification , Evaluation of Tender, HIRA	3	B	III	P	Contractors / Telecoms	Line 32.3, 32-520, Safe travelling procedure 240-62946386; OHSAS 18001(4.3.1.4.5.3)
Material handling	Incorrect Storage and Stacking	Equipment falling	Safety	Possible injury	Issuing of Specification , Evaluation of Tender, HIRA	2	A	IV	F	Contractors / Telecoms	Line 32.3, Line 34.10; ETFM 1042 Stacking Inspection Checklist, ETFM 1132 Storage and stacking appointment; OHSAS 18001(4.3.1.4.5.3)
	Conditions leading to trips and falls	Trips and falls	Safety	Possible injury	Issuing of Specification , Evaluation of Tender, HIRA	3	B	III	F	Contractors / Telecoms	Line 32.3, Line 42.5; SHE rep Inspection form ETFM 1089, ETFM 1030, 32-520; OHSAS 18001(4.3.1.4.5.3)
	Incorrect Loading and Offloading (Lifting)	Body strain and muscle pull	Safety	Possible injury	Issuing of Specification , Evaluation of Tender, HIRA	3	A	IV	F	Contractors / Telecoms	Line 32.3; Manual Handling Procedure ETGL0611; OHSAS 18001(4.3.1.4.4.6)
g around the office Envir	Traffic in the complex	Possible Collision	Safety	Possible injury	Issuing of Specification , Evaluation of Tender, HIRA	2	B	IV	F	Contractors / Telecoms	Line 32.3, 32-99; Incident Management Procedure; OHSAS 18001(4.3.1.4.5.3)

Working in close proximity to co-workers who may have infectious diseases	Exposure to Hazardous Biological Agents	Possibility of contracting communicable diseases such as resistant TB.	Health	Occupational illness	Issuing of Specification , Evaluation of Tender, HIRA	2	A	IV	F	Contractors / Telecoms	Line 32.3, 34.6, 44.2, 44.3; OHSAS 18001(4.3.1,4.4.6)
Working in close proximity to co-workers who may have communicable infections	Exposure to communicable diseases	Possibility of contracting diseases through contact, such as cholera, Hepatitis A, COVID19	Health	Occupational illness	Issuing of Specification , Evaluation of Tender, HIRA	2	B	IV	F	Contractors / Telecoms	Line 32.3, 34.6, 44.2, 44.4; OHSAS 18001 (4.3.1,4.4.6)

Compiled By : Health and
Safety
Masego Msibi

Signature:

