Mpumalanga Operating Unit_ERE  Business/Operating unit:  Department:									Occupational Health and Safety Baseline risk assessment template  Mpumalanga Operating Unit_ERE							Next Review Date (every 2 years):  Template identifier:				
Date: 06-Jan-20						Prepared by	by: Kedibone Masoko  Authorised by: Name:										Document identifier			
											Designation: Signed:							Revision number: Revision date:	1 31-May-24	
								Refer to Occupational Heal	th and Safety Risk assessm	ent procedure 32-520	Date:									
List activity	Activity type (Routine/Non-routine)	Hazard nr	Hazard Identification	Risk Nr Associated risk Risk type	Cause(s) of the risk	Exposed group/employees	Risk Owner	Exposure patterns	What are the possible consequences?	Existing Controls			Additional Controls or Tasks Aimed at improving Existi Controls	Monitoring Mechanisms	Control Owner	Legal and Other Requirements	Target Date	Current Status	Integrated Risk Management (IRM) reference number	
List specific activities to be performed taking into consideration the equipment to be used, the personnel involved in the task.		#	nything with potential to cause of harm. e: 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	What causes the risk to come into effect?	Who is exposed to the hazard i.e. visitors, members of the public, etc. the control to the contr	is accountable for making sure ontrols and monitors are: blace, blemented, pularly review ed for tiveness.	The frequency and duration the person/group is exposed to the hazard e.g. Daily for 3 hrs.	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)	Consequence		Include:  - Preventative Controls (controls implemented to eliminate hazards or reduce the likelihor of the risk occurring), and - Reactive Controls (controls implemented to reduce the immediate impact of the risk occurring) ectiveness  Elimination Substitution Engineering controls Administrative controls Personal protective equipment (PPE)	How we know if we are succeeding. Include comments on effectiveness. This may include i.e. measurements, inspections, supervision where necessary.	Person allocated the responsibi for implementing the agreed controls	Where relevant, list the relevant legislative and or Eskom requirements that prescribe the control.	Once a date has been agreed to, this can not be changed	Pending, In Progress, Complete	Where applicable, add IRM system reference number for tracking of treatment actions.	
Driving to Site	R	Vehicle Hitting p Destruction	n w ith people, object, third party. e overturning. Bumpimping stray animals. potholes.Vehicle mechanical failure.sleeping. For example, or example, and the struction by phone & radio. Vissibility obstruction bas weather condition.	R1 Minor Injuries. Serious Injuries. Safety	Reduced visibility due to poor or bad w eather conditions. Fatigue. Driving under the influence of intoxicating substances. Speeding.  Vehicle mechanical failure.	Employees, Contractors & Visitors	Vehicle User	Daily for 8 hrs	Multiple Injuries. Diabling injuries Fatal Injuries	Proper planning of trips. Ensure the vehicle is well maintained in case of driving on bad weather conditions (egg. Wipers, tyres, head light, inform manager and stop etc.).  Valid drivers license. Valid Eskom Driving Permit (Eskom employees only). Take regular breaks during long trips at safe place. Eskom Life-Saving Rules.  Obey national traffic rules. Periodic vehicle maintenance and pre trip inspections	4 C		Sleep over. Proper planning of trips. Ensure the veh is well maintained in case of driving on bad weather condition (egg. Wipers, tyres etc.). Valid drivers license Valid Eskom Driving Permit (Eskom employees only). Take regular breaks during long trips. Eskom Life-Saving Rule: Obey national traffic rules. Periodic vehicle maintenance and pre trip inspections	Incident Analysis	Project Manager	Eskom Life-Saving Rules. National Traffic Rules. Eskom Vehicle Driver Safety.	Project inception and during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
		H2 Smoking vicinity	ng and throw ing of cigarette bud on the		Throw ing of cigarette filters at unappropriately.No designated smoking areas. No appropriate bins.	Employees, visitors	Manager	Daily	Fire, Injury, burns, suffocation, Secondary smoking to non-smokers.	There are designated smoking areas allocated. There are bins with soil at smoking areas. Smoking designated areas has been communicated to all empolyees. During SHE Induction personnel are informed that Smoking inside the buildings is prohibited. There are designated smoking areas. Good Housekeeping, Maintenance of	4 B		Communique' prohibiting smoking w ithin 10 M to be circulated a discussed w ith all employees.	Servicing of fire fighting equipment	Project Manager	OHS Acts 85 of 1993	Project inception and during project exucutions.		Project inception and during project exucutions.	
Site	R	H3 Loading	g and Offloading of Paper Box	R3 Falling load Safety	Loss of balance when lifting box, Lifting boxes inappropriately	Employees	Manager	w hen cartridge is empty for 2 hr	Foot Injuries. Back /Spinal injuries ,pain and aches,Hand cut (laceration).	Fire Fighting Equipment.  Toolbox Awareness, Use of Trolleys	3 B	III e	Fully fective Toolbox Awareness, PPE (Safety Shoes, cut resistance gloves)	), Inspection ,Medical Surveillance	Project Manager	OHS Acts 85 of 1993	Project inception and during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
		H4 Insuffic	icient Illumination/Inadequate light distribution on desks	R4 Exposure to glare Accidents Eye Health	Broken lights lights with no sufficient intensity Malfunctioning lights Too much light Poor work design	Employees, Contractors & Visitors	Manager	8 hours per day	Eye strains	Regular maintenance and cleaning of light fittings to enhance light intensity. Replace defective lights	2 B		Regular maintenance and cleaning of light fittings to enhance light fective intensity. Replace defective lights	ht Routine building inspections	Project Manager	OHS Act. Environmental Regulations for Workplaces. National Building Regulations	Project inception and during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
		H5 Inac	dequate indoor air quality /exposure to air contaminants in offices	R5 Breathing difficulties Respiratory disorders headache fatigue	Moulds grow ing in buildings Dirty carpets Inadequate ventilation causing build up of gases.  Air contaminants	Employees, Contractors & Visitors	Manager	8 hours per day	Fatigue	Regular maintenance of mechanical ventilations (air conditioners) Have offices with operable windows and doors where possible install air conditioners to enhance air movement and regulate temperature	2 B		Regular maintenance of mechanical ventilations (air conditioner Have offices with operable windows and doors where possible install air conditioners to enhance air movement and regulate temperature	e Pouting building inspections	Project Manager	Building Regulations	Project inception and during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
		H6	Thermal Discomfort	R6 Heat/Cold Stress. Heat Stroke/Hypothermia. Heat rash/Frostbite Health	Defective air-conditioning system. Weak immune system.	Employees, Contractors & Visitors	Manager	8 hours per day	Eye strains	Regular maintenance of mechanical ventilations(air conditioners)  Dress according to the w eather.	2 B	IV et	Regular maintenance of mechanical ventilations( conditioners) Dress according to the weather.	I ROUTING NUMBER	Project Manager	OHS Act. Environmental Regulations for Workplaces. Medical Surveillance. National Building Regulations	Project inception and during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
		Н7	Office Ergonomics	R7 Musculoskeletal disorder Neck and backaches Fatigue Health	Seats that are not ergonomically designed e.g. No arm rests, not adjustable, no foot rests, no support. Tables that are not ergonomically designed. Incorrect lifting techniques	Employees, Contractors & Visitors	Manager	8 hours per day		Principal Cntractor to provide site office furbiture that are ergonomically designed to sufficiently support the skeletal structures of the employees.  Correct lifting techniques.	2 A	IV ef	Provision of chairs and tables are ergonomicall designed to sufficiently support the skeletal structures of the employees.  Correct lifting techniques.	Routine building inspections	Project Manager	OHS Act. Environmental Regulations for Workplaces. General Safety	Project inception and during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
		H8 Stack	king of material and or files (archives, etc.)	R8 Injuries resulting from material falling on a person Safety	Improper storage of materials.	Employees, Contractors & Visitors	Manager	Daily for 8 hrs	Injuries resulting from material falling o person	Allocation of storage of materials	2 B	lV e1	Mostly Proper storage of materials	Routine building inspections	Project Manager	Regulations OHS Act. Environmental Regulations for Workplaces. General Safety Regulations OHS Act.	Project inception and during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
		H9 Slips,	Trips and falls. (Even and uneven surfaces & stairs)	R9 Injuries or fatality Safety	Slippery surfaces. Loose objects on the floor. Uneven surfaces. Inadequate risk assessment, Lack of supervision. Incorrect PPE.	Employees, Contractors & Visitors	Manager	Daily for 8 hrs	Sprains & strains. Bruises & Contusio Abrasions & Lacerations. Fracture	ns. Induction Training. Employees, contractors and visitors to be aw are of their surroundings. Proper risk assessment	4 C		Induction Training. Employees, contractors and visitors to be aware of their surroundings. Proper risk assessment	Routine building inspections	Project Manager	Environmental Regulations for Workplaces. General Safety	Project inception and during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
Lifting Objects/Manual Handing		H10 Loading	g and off-loading (Office material/ equipment) F	R10 Neck and back injuries Health	Incorrect lifting techniques	Employees	Manager	Daily for 8 hrs	Neck and back injuries	Correct lifting techniques aw areness during induction and toolbox.	2 B	IV et	Mostly Correct lifting techniques	Behavioural Based Observation	Project Manager	Regulations OHS Act. Environmental Regulations for Workplaces.	Project inception and during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
Lifting Objects/ Manual Handing	R	H11 stacki	ing and storage of consumable	Safety R11 Falling items , Falls	Foot Injury	Employees Ma	nager		Foot Injuries. Back /Spinal injuries ,pains and aches,Hainjuries, .	nd Manual handling.	3 B		3 steps ladder, safety shoes, stacking technique Relocate consumable stores from 3rd floor to ground floor D18. Use of lift	Behavioural Based Observation	Project Manager	OHS Act. Environmental Regulations for Workplaces.	Project inception and during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
Using office Electronics	R	H12 Electr	ricity F		Inadequate risk assessment. Lack of knowledge regarding the usage.	Employees Ma	nager	Daily for 8 hrs	Burn Injuries	Proper risk assessment. Know ledge regarding the usage of the equipment	4 B		Proper risk assessment. Knowledge regarding the usage of the equipment	Behavioural Based Observation	Project Manager	OHS Act. General Safety Regulations OHS Act.	Project inception and during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
Noise from Electrical tools	N	H13 Noise	z		Failure to conduct occupational noise surveys. Improper PPE		nager	Daily for 8 hrs	Hearing Loss	Conduct occupational noise surveys. Suitable PPE	2 A		fective Conduct occupational noise surveys. Suitable Pf (hearing protection)	Coccupational noise surveys	Project Manager	Noise Induced Hearing Loss Regulations. National Building Regulations	Project inception and during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
External Work Environment/ Premises		1113		Safety Electric fault, Faulty	Defective equipment's. Not paying	Employees, visitor,			Asset damage, Burning injuries, Smoke Inhalation,	Inspections by Electrician, Report of defects.	4 B	III ei	Mostly Awareness	inspections, supervision, BBS, Task Observations	Project Manager	OHS Act. SHE Specification.	Project inception and during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
	N	H14 Fire	l l	R14 equipments, Unattended Burning oil  Safety		Contractors Employee Ma  Employees, visitor,	nager	Daily for 8 hrs  Scheduled Maintenance and	Fatality	Inspections and Housekeeping	3 C	ll ei	Mostly Awareness	inspections, supervision, BBS, Task Observations	Project Manager	OHS Act. SHE Specification. General Safety	Project inception and during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
		H15 Trip a	and Fall F	R15 Unguarded holes, cracked floor surface  Health	<u> </u>	Contractors Ma  Employees and	nager	Inspections 2 Hrs	Sprain ankle	Inspections and Housekeeping, Report to defects (pest controlling)	3 C	ll et	Mostly fective  Awareness and Training	inspections, supervision, BBS, Task Observations	Project Manager	Regulations  OHS Act. SHE Specification. General Safety	Project inception and during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
		H16 Biolog	gical hazard F	R16 Snake Bite, Bees and wasps stings Safety	(veld), natural habitat  Crossing at a non pedestrian	Contractors Ma	nager	8 hours	Fatality and Diseases	Speed limit signage , Speed humps, Pedestrian crossing	3 B		Mostly Awareness	inspections, supervision, BBS, Task Observations	Project Manager	OHS Act. SHE Specification. General Safety	Project inception and during project exucutions.	Project inception and	Project inception and during project exucutions.	
		H17 Knock	ked by vehicle	R17 Moving Motor Vehicles  Safety		Employees and Contractors Ma	nager	8 hours	Fatality and Multiple Injurie	Inspections, Supervision, Risk Assessment prior to task, PPE-Hard	5 B		Mostly Awareness and Training	inspections, supervision,	Project Manager	Regulations  OHS Act. SHE Specification.		Project inception and	Project inception and during project	
		H18 Unsa	afe loading on lifting equipment's F		Lifting equipment's failure	Contractors Ma	nager	8 hours	Fatality , Head Injuries, Multiple Injuries	hat, Gloves, Safety Shoes	J B			BBS, Task Observations inspections, supervision,		General Safety Regulations OHS Act. SHE Specification.	during project exucutions.  Project inception and	during project exucutions.  Project inception and	exucutions.  Project inception and during project	
		H19 Trip a	and Fall F	Materials, Equipment's , Tools or  R19 waste lying on the floor surface	Improper Housekeeping	Contractors Ma	nager	8 hours	Sprain ankle	Inspections, Supervision, Tools and Equipment storages  Inspections, Supervision, Risk Assessment prior to task,	3 C		fective Awareness and Training	BBS, Task Observations	Project Manager	General Safety Regulations OHS Act.	during project exucutions.		exucutions.	
Activity Execution		H20 Chem	nical <u>F</u>		Improper storage facility and defective containers	Contractors Ma	nager	8 hours	Respiratory diseases or irritations	Discussion of Material Safety Data Sheet, PPE-Hard hat, Gloves, Safety Shoes	3 B	III ei	fective Awareness and Training	inspections, supervision, BBS, Task Observations	Project Manager	SHE Specification. General Safety Regulations OHS Act.	Project inception and during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
		H21 Electr	ricity F	R21 Electric shock	Faulty Equipment's	Contractors Ma	nager	8 hours	Fatality, Electric shock, Elect Burns	Inspections, Supervision, Risk Assessment prior to task, Competent person handle electrical appliance and equipment's.	5 B	ll et	Mostly fective Awareness and Training	inspections, supervision, BBS, Task Observations	Project Manager	SHE Specification. General Safety Regulations		Project inception and during project exucutions.	Project inception and during project exucutions.	
		H22 Work	at height F	Health R22 Fall	Not using Fall Arrest System	Contractors Ma	nager	8 hours	Fatality, Multiple Injuries	Fall Arrest System, Fall Protection plan, Inspections, Supervision, Risk Assessment prior to task	5 B	ll e	Mostly Awareness and Training	inspections, supervision, BBS, Task Observations	Project Manager	OHS Act. SHE Specification. General Safety Regulations	Project inception and during project exucutions.		Project inception and during project exucutions.	
		H23 Use o	of Hand and Power Tools	Health  R23 Loose tools or equipment's	Failure of tools or equipment's	Contractors Ma	nager	8 hours	Electrocuted, Electric shock, Head and Foot Injuries	Inspections of tools and equipment's by user and store peron, Supervision, Risk Assessment prior to task	3 B	III ef	Awareness and Training, Work Stoppage wher corrective measures are not implemented, Competency, Disciplinary	inspections, supervision, BBS, Task Observations	Project Manager	OHS Act. SHE Specification. General Safety Regulations	Project inception and during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
				Health					Fatality, Multiple Injuries,	Vehicle Inspections, Competent Driver	5 B	II et	Mostly Awareness and Training	inspections, supervision, BBS, Task Observations	Project Manager	OHS Act. SHE Specification. General Safety Regulations	Project inception and during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
			r vehicle F	Health	Defective vehicle, Untrained driver		nager	8 hours	Damage to vehicle Fatality , Head Injuries,	Inspections, Supervision, Risk Assessment prior to task, PPE-Hard hat, Gloves, Safety Shoes	5 B		SWL, Load testing, Inspection by statutory inspector.	inspections, supervision, BBS, Task Observations	Project Manager	OHS Act. SHE Specification. General Safety Regulations	Project inception and during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
		H25 Suspe	ended Load F	R25 Load falling  Health	Equipment Failure	Contractors Ma	nager	8 hours	Multiple Injuries  Respiratory diseases or	Supervision, Risk Assessment prior to task, PPE-Hard hat, Gloves, Safety Shoes, Dust Masks	2 C	III ef	Mostly fective Dust Awareness and Training	inspections, supervision, BBS, Task Observations	Project Manager	OHS Act. SHE Specification. General Safety	Project inception and during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
	R	H26 Dust	F	R26 Blown way dust  Health	Excavation, Demolitions	Contractors Ma	nager	8 hours	irritations	Inspections, Supervision, Barricading	3 C		Mostly Calid Dawies do	inspections, supervision,	Project Manager	Regulations  OHS Act. SHE Specification.	Project inception and	Project inception and	Project inception and during project	
		H27 Excav	vation F	R27 Unguarded excavation	Employees Negligence  Unaware on how to lift properly, Not	Contractors Ma	nager	8 hours	Broke legs, sprained ankles	Inspections, Supervision, Risk Assessment prior to task, Lifting			rective	BBS, Task Observations inspections, supervision,		General Safety Regulations OHS Act. SHE Specification.	during project exucutions.  Project inception and	Project inception and	exucutions.  Project inception and during project	
		H28 Ergon	nomics F	R28 Improper posture, Heavy load	using Mechanical Aid, Individual	Contractors Ma	nager	8 hours	Back pain, Spinal Cord Injury	technique aw areness	3 C		fective Awareness and Training	BBS, Task Observations	Project Manager	General Safety Regulations OHS Act.	during project exucutions.	during project exucutions.	exucutions.	
		H29 Asbes	stos F	Demolish or Maintenance not  R29 quarantine	Unqualified demolishers and Maintenance suppliers	Contractors Ma	nager	8 hours	Cancer(Asbestosis etc.)	Asbestos containing building to renovated or demolished by authorised contractor, Asbestos awareness	5 B	" et	fective Awareness and Training	inspections, supervision, BBS, Task Observations	Project Manager	Regulations OHS Act.	during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
		H30 Extre	me Weather (Cold and Heat)	_	Working Outside were there is direct exposure.	Contractors Ma	nager	8 hours	Heat Stress/exhaustion/strol Hyperthermia	Inspections, Supervision, Risk Assessment prior to task, PPE-Bush hat	2 B	lV e1	Fully Awareness	inspections, supervision, BBS, Task Observations	Project Manager	SHE Specification. General Safety Regulations	Project inception and during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
		H31 Stacki	ing and storage	R31 Improper stacking technique	Lack of knowledge for stacking and storage	Contractors Ma	nager	8 hours	Nip and Pinch Injury, Head Injury	Inspections, Supervision, Risk Assessment prior to task, Stacking and storage technique	3 B	III ef	Appointed Stacking and storage supervisor,  Awarenes and Training	inspections, supervision, BBS, Task Observations	Project Manager	OHS Act. SHE Specification. General Safety Regulations	Project inception and during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
		H32 Noise	<u> </u>	Health R32 Power tool, construction work	'	Contractors Ma	nager	8 hours	Noise Induced hearing loss	Inspections, Supervision, Risk Assessment prior to task, PPE- Hearing protections	1 B	lV ef	Fully Awareness and Training	inspections, supervision, BBS, Task Observations	Project Manager	OHS Act. SHE Specification. General Safety Regulations	Project inception and during project exucutions.	Project inception and during project exucutions.	Project inception and during project exucutions.	
		H33 Chem	nicals F	R33 Exposure to infants	Going home with PPE contaminated with asbestosis , Failure to		nager		Poisoning	Risk Assessment , Awareness on chemicals and corrective measures.	4 C		Mostly Induction and Awareness Mostly	Medical Surveillance, OHN Consultations  Medical Surveillance, OHN	Project Manager	OHS Act. SHE OHS Act.	Project inception and during project exucutions.  Project inception and	Project inception and during project exucutions.  Project inception and	Project inception and during project exucutions.  Project inception and during project	
Hazardous Biological Agent	N		d and other body fluids  an bodies, animal carcasses and meat;	Health		. ,	nager	8 hours per day 8 hours per day	Hepatitis (A, B, C, D) and HIV	Risk Assessment , Aw areness, Use of PPE  Risk Assessment , Aw areness, Use of PPE	4 C		Mostly fective Competency , Procedure  Mostly fective Competency , Procedure	Consultations  Medical Surveillance, OHN Consultations	Project Manager	OHS Act. SHE OHS Act. SHE	during project exucutions.  Project inception and	Project inception and during project exucutions.  Project inception and during project exucutions.	exucutions.  Project inception and during project	
		huma H36 as fae	an or animal waste products such eces and urine;  Fratory discharges such	R36 Exposure to disease  Contracting air borne infectious			nager	8 hours per day	Disease  Cold, Flu, Bronchitis,	Risk Assessment , Awareness, Use of PPE	4 C	ll et	Mostly Competency , Procedure  Mostly Competency , Procedure	Medical Surveillance, OHN Consultations  Medical Surveillance, OHN	Project Manager	OHS Act. SHE OHS Act.	Project inception and	Project inception and during project exucutions.  Project inception and	Project inception and during project exucutions.  Project inception and during project	
		H37 as co	oughs and sneezes;	R37 disease Health			nager	8 hours per day	Laryngitis, rash, watery eyes, runny nos itchy eyes, coughing, and	e, Risk Assessment , Awareness, Use of PPE  Risk Assessment , Awareness, Use of PPE	4 C	" et	fective Competency , Procedure  Mostly fective Competency , Procedure	Consultations  Medical Surveillance, OHN Consultations	Project ivanager	OHS Act. SHE		during project exucutions.  Project inception and	exucutions.  Project inception and during project exucutions.	
			Ids or mould spores;  mites, feathers, animal hairs, n.  F	Health		h-s/s-s	nager	8 hours per day 8 hours per day	redness of the eyes.  Allergic Reactions	Risk Assessment , Aw areness, Use of PPE	4 C		Mostly Competency , Procedure	Medical Surveillance, OHN Consultations	Project Manager	OHS Act.	Project inception and	Project inception and	Project inception and during project exucutions.	



