

Business/Operating Unit		Hospitality Department		Occupational Health and Safety Baseline risk assessment template										Next Review Date (every 2)	Template Identifier	246-7054402					
Date: 16-Jan-23		Prepared by: Lurgie Mlyi		Authorized by: Name: Yashir Saeging Designation: Manager Catering (acting) Date: 16 January 2023										Version Identifier: 246-167420610	Revision number: 1	Revision date: 16-Jan-23					
Title: Occupational Health and Safety Risk Assessment Procedure 2023																					
List activity	Activity type (Routine/Non-routine)	Hazard nr	Hazard Identification	Risk Nr	Associated risk	Risk type	Cause(s) of the risk	Who is exposed to the risk to the hazard or hazard or hazard?	Risk Owner	Exposure patterns	What are the possible consequences?	Existing Controls	Compliance	Liability	Additional Controls or Tasks Aimed at Improving Existing 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.	Indicate R or N Routine activities should be considered the equipment to be used, the personnel involved in the task.	#	Anything with potential to cause 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	Who is exposed to the risk to the hazard or hazard or hazard?	Who is responsible for making sure the controls and the number are implemented, regularly checked for.	Contractor	Contractor Manager	Daily for 8 hrs	The frequency and duration the person/ing is exposed to the hazard e.g. Daily for 3 hrs	Consider the worst case scenario without controls	Include: Reasonable Controls (controls implemented to eliminate hazards or reduce the likelihood of the risk occurring), and Residual Controls (controls implemented to reduce the immediate impact of the risk occurrence)	None	None	Person allocated the responsibility for implementing the agreed controls (if applicable)	Where relevant, list the relevant legislative and or Eskom requirements that pertain to the control.	Once a date has been agreed to, this can not be changed (if applicable)	Pending, Complete (if applicable)	Where applicable, list IRM system reference number for tracking of treatment actions applicable to risks that have an impact on business objectives or controls
Contractor / Contract Management	R	MWP01	Inadequate Resources, Incomplete Resources, and Inadequate Management Systems.	MWP01	Injuries/Accidents, Injuries, Contamination or Pollution, Noise, Project Delays, and Poor SHEQ Performance.	Safety or Health	Poor or no SHEQ compliance and lack of competencies in the management of principal contractor. Poor SHEQ requirements enforcement. Lack of stringent requirements. Poor or lack of supervision. Inadequate resources. Unqualified and inexperienced SHEQ Professionals. Lack of management support to SHEQ functions and responsibilities.	Contractor	Contractor Manager	Daily for 8 hrs	Fatality, Lost Time Injuries, Medical treatment, Damage, Financial & Production loss, Project Delays	Currently there are no existing controls	Compliance	Liability	None	None	Person allocated the responsibility for implementing the agreed controls (if applicable)	Where relevant, list the relevant legislative and or Eskom requirements that pertain to the control.	Once a date has been agreed to, this can not be changed (if applicable)	Pending, Complete (if applicable)	Where applicable, list IRM system reference number for tracking of treatment actions applicable to risks that have an impact on business objectives or controls
Project Execution	R	MWP 02	Physical attacks, conflicts, high exposure to stress factors, SHEQ related incidents, injuries.	MWP 02	Work related or induced stress, injuries, ill health, property damage and project delay/production disruption.	Safety	Disagreements, conflicts, Project delays, employee competency, and fatigue	Contractor	Contractor Manager	Daily for 8 hrs	Missed targets (Poor SHEQ Performance, Injuries, ill health)	Currently no controls existing	Compliance	Liability	None	None	Person allocated the responsibility for implementing the agreed controls (if applicable)	Where relevant, list the relevant legislative and or Eskom requirements that pertain to the control.	Once a date has been agreed to, this can not be changed (if applicable)	Pending, Complete (if applicable)	Where applicable, list IRM system reference number for tracking of treatment actions applicable to risks that have an impact on business objectives or controls
	R	MWP 03	Work Acceleration	MWP 03	Work acceleration, insufficient supervision, insufficient competent personnel performing specific activities, insufficient general workers and failure to ensure compliance with SHEQ requirements which includes SHEQ Specifications, Eskom Rules, applicable legislation and SANS standards by contractors on site.	Safety	No Supervision from Eskom Project/Works Manager & Eskom Supervisors (Internal & External) and Site Supervisors in the management of SHEQ requirements enforcement. Lack of stringent management of SHEQ compliance. Poor / lack of Supervision, Inadequate Resources, Taking shortcuts by contractors.	Contractor	Contractor Manager	Daily for 8 hrs	Fatality, LT, Medical treatment, Damage, Financial & Production loss	Currently no controls existing	Compliance	Liability	None	None	Person allocated the responsibility for implementing the agreed controls (if applicable)	Where relevant, list the relevant legislative and or Eskom requirements that pertain to the control.	Once a date has been agreed to, this can not be changed (if applicable)	Pending, Complete (if applicable)	Where applicable, list IRM system reference number for tracking of treatment actions applicable to risks that have an impact on business objectives or controls
Use of hazardous chemical	R	MWP 04	Hazardous Chemical Substances i.e. disinfectants - Hand wash soap	MWP 04	(i) Medical injuries (i) Health effects	Health	(i) Inadequate / no Risk Assessments conducted (ii) Chemicals (ii) Improper use of chemicals (iii) Lack of no Supervision and Training	Contractor	Contractor Manager	8 hours per day	(i) Burns, First aid injuries, medical	Currently no controls existing	Compliance	Liability	None	None	Person allocated the responsibility for implementing the agreed controls (if applicable)	Where relevant, list the relevant legislative and or Eskom requirements that pertain to the control.	Once a date has been agreed to, this can not be changed (if applicable)	Pending, Complete (if applicable)	Where applicable, list IRM system reference number for tracking of treatment actions applicable to risks that have an impact on business objectives or controls
Catering Services	R	MWP 05	Heat	MWP 05	Heat Stress/heatstroke	Health and Safety	Defective air-conditioning system. No ventilation.	Contractor	Contractor Manager	Daily for 8 hrs	Heat Stress/heatstroke	Currently no controls existing	Compliance	Liability	None	None	Person allocated the responsibility for implementing the agreed controls (if applicable)	Where relevant, list the relevant legislative and or Eskom requirements that pertain to the control.	Once a date has been agreed to, this can not be changed (if applicable)	Pending, Complete (if applicable)	Where applicable, list IRM system reference number for tracking of treatment actions applicable to risks that have an impact on business objectives or controls
	R	MWP 06	Fumes	MWP 06	Head, Dizziness	Health and Safety	Defective air-conditioning system. No ventilation.	Contractor	Contractor Manager	Daily for 8 hrs	Respiratory irritation, Damage building	Currently no controls existing	Compliance	Liability	None	None	Person allocated the responsibility for implementing the agreed controls (if applicable)	Where relevant, list the relevant legislative and or Eskom requirements that pertain to the control.	Once a date has been agreed to, this can not be changed (if applicable)	Pending, Complete (if applicable)	Where applicable, list IRM system reference number for tracking of treatment actions applicable to risks that have an impact on business objectives or controls
	R	MWP 07	Slippery surface/Equipment	MWP 07	Slip and Fall	Safety	Poor house keeping, Improper management of spilled water or foodstuffs	Contractor	Contractor Manager	Daily for 8 hrs	Slip and fall, ankle injury	Currently no controls existing	Compliance	Liability	None	None	Person allocated the responsibility for implementing the agreed controls (if applicable)	Where relevant, list the relevant legislative and or Eskom requirements that pertain to the control.	Once a date has been agreed to, this can not be changed (if applicable)	Pending, Complete (if applicable)	Where applicable, list IRM system reference number for tracking of treatment actions applicable to risks that have an impact on business objectives or controls
	R	MWP 08	Intoxicants	MWP 08	Food contamination	Health	Inadequate storage of materials/foods	Contractor	Contractor Manager	Daily for 8 hrs	Food poisoning	Currently no controls existing	Compliance	Liability	None	None	Person allocated the responsibility for implementing the agreed controls (if applicable)	Where relevant, list the relevant legislative and or Eskom requirements that pertain to the control.	Once a date has been agreed to, this can not be changed (if applicable)	Pending, Complete (if applicable)	Where applicable, list IRM system reference number for tracking of treatment actions applicable to risks that have an impact on business objectives or controls
	R	MWP 09	Food contamination	MWP 09	Poor hygiene, Cross-contamination	Health	No inspection of food prepared, Poor hygiene.	Contractor	Contractor Manager	Daily for 8 hrs	Food poisoning	Currently no controls existing	Compliance	Liability	None	None	Person allocated the responsibility for implementing the agreed controls (if applicable)	Where relevant, list the relevant legislative and or Eskom requirements that pertain to the control.	Once a date has been agreed to, this can not be changed (if applicable)	Pending, Complete (if applicable)	Where applicable, list IRM system reference number for tracking of treatment actions applicable to risks that have an impact on business objectives or controls
Delivery Services	R	MWP 10	Fire	MWP 10	Electrical fault, Faulty equipment, Unqualified Wiring of	Safety	Defective equipment's, Not properly checked when preparing food	Contractor	Contractor Manager	Daily for 8 hrs	Asset damage, Burning injuries, Smoke Inhalation, Fatality	Currently no controls existing	Compliance	Liability	None	None	Person allocated the responsibility for implementing the agreed controls (if applicable)	Where relevant, list the relevant legislative and or Eskom requirements that pertain to the control.	Once a date has been agreed to, this can not be changed (if applicable)	Pending, Complete (if applicable)	Where applicable, list IRM system reference number for tracking of treatment actions applicable to risks that have an impact on business objectives or controls
	R	MWP 11	Loading and Offloading of roof panels	MWP 11	Falling load	Safety	Lack of boxes when lifting boxes, Lifting boxes incorrectly	Contractor	Contractor Manager	Daily for 8 hrs	Foot Injuries, Back Injuries, Neck injuries, sprains and strains	Currently no controls existing	Compliance	Liability	None	None	Person allocated the responsibility for implementing the agreed controls (if applicable)	Where relevant, list the relevant legislative and or Eskom requirements that pertain to the control.	Once a date has been agreed to, this can not be changed (if applicable)	Pending, Complete (if applicable)	Where applicable, list IRM system reference number for tracking of treatment actions applicable to risks that have an impact on business objectives or controls
Workplace Injuries	R	MWP 12	Insufficient Illumination/Inadequate light distribution	MWP 12	Exposure to glare, Accidents, Eye strain	Health	Broken light bulbs with no sufficient intensity, Multifunctioning lights, Too much light	Contractor	Contractor Manager	8 hours per day	Eye strains	Currently no controls existing	Compliance	Liability	None	None	Person allocated the responsibility for implementing the agreed controls (if applicable)	Where relevant, list the relevant legislative and or Eskom requirements that pertain to the control.	Once a date has been agreed to, this can not be changed (if applicable)	Pending, Complete (if applicable)	Where applicable, list IRM system reference number for tracking of treatment actions applicable to risks that have an impact on business objectives or controls
	R	MWP 13	Inadequate indoor air quality, exposure to air contaminants in offices	MWP 13	Breathing difficulties, Respiratory disorders, Headache, Fatigue	Health	Moulds growing in buildings, Dirty carpets, Inadequate ventilation causing build up of gases, Air contaminants	Contractor	Contractor Manager	8 hours per day	Fatigue	Currently no controls existing	Compliance	Liability	None	None	Person allocated the responsibility for implementing the agreed controls (if applicable)	Where relevant, list the relevant legislative and or Eskom requirements that pertain to the control.	Once a date has been agreed to, this can not be changed (if applicable)	Pending, Complete (if applicable)	Where applicable, list IRM system reference number for tracking of treatment actions applicable to risks that have an impact on business objectives or controls
	R	MWP 14	Thermal Discomfort	MWP 14	Heat/Cold Stress, Heat Stroke/Hypothermia, Heat rash	Health	Defective air-conditioning system, Weak exhaust system.	Contractor	Contractor Manager	8 hours per day	Eye strains	Currently no controls existing	Compliance	Liability	None	None	Person allocated the responsibility for implementing the agreed controls (if applicable)	Where relevant, list the relevant legislative and or Eskom requirements that pertain to the control.	Once a date has been agreed to, this can not be changed (if applicable)	Pending, Complete (if applicable)	Where applicable, list IRM system reference number for tracking of treatment actions applicable to risks that have an impact on business objectives or controls
Dining	R	MWP 15	Slips, Trips and falls, (Elev and uneven surfaces & stairs)	MWP 15	Injuries or fatality	Safety	Poor House keeping, Improper stacking and storage	Contractor	Contractor Manager	Daily for 8 hrs	IFREPI	Currently no controls existing	Compliance	Liability	None	None	Person allocated the responsibility for implementing the agreed controls (if applicable)	Where relevant, list the relevant legislative and or Eskom requirements that pertain to the control.	Once a date has been agreed to, this can not be changed (if applicable)	Pending, Complete (if applicable)	Where applicable, list IRM system reference number for tracking of treatment actions applicable to risks that have an impact on business objectives or controls
	R	MWP 16	Collision with people, object, third party, Vehicle occurrence	MWP 16	Minor Injuries, Serious Injuries, Fatal Injuries	Safety	Reduced visibility due to poor or bad weather conditions, Fatigue, Driving under the influence of intoxicating substances, Speeding, Vehicle mechanical failure.	Contractor	Contractor Manager	Daily for 8 hrs	Multiple Injuries, Fatal Injuries	Currently no controls existing	Compliance	Liability	None	None	Person allocated the responsibility for implementing the agreed controls (if applicable)	Where relevant, list the relevant legislative and or Eskom requirements that pertain to the control.	Once a date has been agreed to, this can not be changed (if applicable)	Pending, Complete (if applicable)	Where applicable, list IRM system reference number for tracking of treatment actions applicable to risks that have an impact on business objectives or controls
	R	MWP 17	Hijacking	MWP 17	Injuries caused by assault, Serious Injuries, Fatal Injuries	Safety	Hijacking high risk areas	Contractor	Contractor Manager	Daily for 8 hrs	Injuries caused by assault, Serious injuries, Fatality	Currently no controls existing	Compliance	Liability	None	None	Person allocated the responsibility for implementing the agreed controls (if applicable)	Where relevant, list the relevant legislative and or Eskom requirements that pertain to the control.	Once a date has been agreed to, this can not be changed (if applicable)	Pending, Complete (if applicable)	Where applicable, list IRM system reference number for tracking of treatment actions applicable to risks that have an impact on business objectives or controls