

Occupational Health and Safety Baseline Risk Assessment Template

Business/Operating unit:	Eskom Telecommunications	Loading, Supplier, Transportation & Delivery of 2x Generators at Eskom Site.	Next Review Date (every 2 years):	02-Mar-25
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Refer to Occupational Health and Safety Risk assessment procedure 32-520

List activity	Hazard Identification	Associated risk	Risk type	Cause(s) of the risk	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	What causes the risk to come into effect?	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.	
Travelling By Road	Fatigue	Falling asleep while driving	Safety	Travelling long distances without resting, partying for long hours and not getting enough rest, studying for long hours without getting any rest	MVA which may lead to injury or fatality	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		3	B	3B	III	Supplier/Telecomms	Line 32.3, Driver Fatigue management, ETTB 1517, Safe Travelling Procedure 240-62946386, Risk Assessment Procedure 32-520) Task Specific Risk Assessment (ETFM1289)(ETFM1038) ISO 45001(4.3.1.4.5.3)
	Mechanical failures	Defective Vehicle	Safety	Mechanical Failure, Vehicle not checked for defects	MVA which may lead to injury or fatality	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		2	A	2A	IV	Supplier/Telecomms	Line 32.3, Safe travelling procedure 240-62946386, Risk Assessment Procedure 32-520) Task Specific Risk Assessment (ETFM1289)(ETFM1038) ISO 45001(4.3.1.4.5.3)
	Wild/stray animals	Hitting a straying animal	Safety	Obscured view, Over Speeding, No Fencing along the road	MVA which may lead to injury or fatality	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		2	A	2A	IV	Supplier/Telecomms	Line 32.3, Risk Assessment procedure (32-520), ETFM1038, Task Specific Risk Assessment (ETFM1289), ISO 45001(4.3.1.4.5.3)
	Over speeding	Collision, losing control of the vehicle, unable to stop in time	Safety	Time Pressure, excitement, Doing things in haste, driving under intoxication	MVA which may lead to injury or fatality	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		4	B	4B	III	Supplier/Telecomms	Line 32.3, Line 54.1 and line 55.3, 55.5, Travelling Procedure 240-62946386, Risk Assessment procedure 32-520, ISO 45001(4.3.1.4.5.3)
	Exposure to Hijacking/ robbery at site	Possible assault, rape, stress, trauma, being shot	Safety	Crime, driving alone, Lack of security at site, working at night	Vehicle being taken, Possible injury or fatality	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		3	B	3B	III	Supplier/Telecomms	Line 32.3, Risk Assessment Procedure (32-520), ISO 45001(4.3.1.4.5.3)
	Poor Road conditions	Possible puncture or damage to the vehicle tyre	Safety	Potholes, Sharp things on the road surface (Glass, Stones etc.), unclear signs, ignorance, narrow roads, Invisible road markings	MVA which may lead to injury or fatality	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		3	B	3B	III	Supplier/Telecomms	Line 32.3, Safe travelling procedure 240-62946386, ISO 45001(4.3.1.4.5.3)
	Driving in a 4X4 Terrain without appropriate competence	The vehicle may capsize and roll	Safety	Using the vehicle not meant for that purpose	MVA which may lead to injury or fatality	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		2	B	2B	IV	Supplier/Telecomms	Line 32.3, ETPR0364 and Safe travelling procedure 240-62946386, ISO 45001(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,	Health	Blurred vision, your vehicle swept away by water and the wind pushing it causing loss of control, Snow covered roads, being stuck in snow	MVA which may lead to injury or fatality	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		3	B	3B	III	Supplier/Telecomms	Line 32.3, Safe travelling procedure 240-62946386, ET Communication; ISO 45001(4.3.1.4.5.3)
	Poorly Maintained Gravel Road	Vehicle slipping and capsizing	Safety	Driving at a speed not suitable for the condition of the road.	MVA which may lead to injury or fatality	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		3	B	3B	III	Supplier/Telecomms	Line 32.3, Safe travelling procedure 240-62946386, ET Fleet Policy, Off-road practice note (ETPN1249); ETTB1250; ISO 45001(4.3.1.4.5.3)
	Pedestrians crossing the road	Hitting a straying animal	Safety	Pedestrians crossing the road where it is not demarcated for that purpose, insufficient road markings, Driving while intoxicated	MVA which may lead to injury or fatality including Public	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		2	B	2B	IV	Supplier/Telecomms	Line 32.3, Safe travelling procedure 240-62946386, ET Fleet Policy, ISO 45001(4.3.1.4.5.3)
	Other negligent road users	Colliding with other vehicles	Safety	Third Party negligence, The feeling of being right, Road rage	possible motor vehicle pile-up (MVA) which may lead to injury or fatality including Public	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		3	B	3B	III	Supplier/Telecomms	Line 32.3, Line 54.22, Safe travelling procedure 240-62946386, ET Fleet Policy, ISO 45001(4.3.1.4.5.3)
	Unsafe driving	causing an accident (Collision, losing control of vehicles)	Safety	Use of a cell phone while driving, Fatigue, eating while driving, Using medication which alters your concentration, inexperience, ignorance, intoxication, reckless driving	possible motor vehicle pile-up (MVA) which may lead to injury or fatality including Public	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		3	B	3B	III	Supplier/Telecomms	Line 32.3, Line 54.14, Safe travelling procedure 240-62946386, ET Fleet Policy, ISO 45001(4.3.1.4.5.3)
	Night driving	Being involved in an accident (Collision, hitting pedestrians, hitting straying animals etc.)	Safety	Night Blindness	MVA which may lead to injury or fatality including Public	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		3	B	3B	III	Supplier/Telecomms	Line 32.3, Safe travelling procedure 240-62946386, ISO 45001(4.3.1.4.5.3)
	Unroadworthy vehicle	Vehicle Breakdown or parts failure	Safety	Poor vehicle Maintenance	MVA which may lead to injury or fatality including Public	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		3	B	3B	III	Supplier/Telecomms	Line 32.3, line 54.10; Procedure 32-95; ISO 45001(4.3.1.4.5.3)
	Road Works	Vehicle Collision	Safety	Obstruction on the road, unclear signs, ignorance, narrow roads, poorly visible road markings	MVA which may lead to injury or fatality including Public	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		2	B	2B	IV	Supplier/Telecomms	Line 32.3, Safe travelling procedure 240-62946386, ISO 45001(4.3.1.4.5.3)
	Driving through a herd of cattle	Damage to vehicle	Safety	Cattle threatened or fighting or playing	Possible damage to vehicle or injury	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		2	A	2A	IV	Supplier/Telecomms	Line 32.3, 32-520; ISO 45001(4.3.1.4.5.3)
	Travelling in areas where there are protests	Loss of control of the vehicle	Safety	Protestors throwing stones	Possible damage to vehicle and/or injury/fatality	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		3	B	3B	III	Supplier/Telecomms	Line 32.3, 32-520; ISO 45001(4.3.1.4.5.3)
	Driving below the bridges during flash floods	Loss of control of the vehicle	Safety	Crime related activities, being caught off guard, Objects thrown from the top of the bridge	Possible damage to vehicle and/or injury/fatality	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		4	B	4B	III	Supplier/Telecomms	Line 32.3, 32-520; ISO 45001(4.3.1.4.5.3)
	Driving across low lying bridges during flash floods	Possibility of being swept away	Safety	Underestimating the hazard, Work pressure, not doing Risk assessment properly	Minor or major injury, Fatality	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		4	C	4C	II	Supplier/Telecomms	Line 32.3, 32-520; ISO 45001(4.3.1.4.5.3)
	Towing	Using incorrect vehicle	Vehicle rolling backwards	Safety	Lack of Knowledge, negligence	Minor, major injury, Fatality	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		3	B	3B	III	Supplier/Telecomms
Unsafe towing practices		Incompetence in towing	Safety	unauthorised towing	Minor, major injury, Fatality	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		3	A	3A	IV	Supplier/Telecomms	Line 32.3, 32-520; ETW0584; ISO 45001(4.3.1.4.4.6, 4.5.3)
Site Access & Security	Actions and Conditions leading to Hijacking, kidnapping, robbery, assault, rape	Possible assault, rape, stress, trauma, being shot	Safety	No Security, driving alone at night, Crime	Site security Matrix, Security upgrade was done to improve site security based on the rating of the matrix per site, Buddy System	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		4	B	4B	III	Supplier/Telecomms	No target date provided
	Poor Road Conditions	Vehicle losing control	Safety	Lack of road maintenance, adverse weather conditions, poor road construction, Incompetence in driving in 4x4 terrain	Advanced driver training, 4x4 Training, Safe driver awareness	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		3	B	3B	III	Supplier/Telecomms	No target date provided
Driving in the Eskom yard/boundaries	Traffic within the Eskom yard/boundaries	Possible Collision	Safety	No Warning signs (Speed limit, road markings, Traffic Circle etc.), violation of traffic rules, inexperienced drivers, Over Speeding	Possible minor or major injury	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		2	B	2B	IV	Supplier/Telecomms	Line 32.3; 32-95 Incident Management Procedure; OHSAS 18001(4.3.1; 4.5.3)
Working in close proximity to co-workers who may have infectious or communicable diseases	Exposure to Hazardous Biological Agents	Possibility of contracting communicable diseases such as resistant TB,	Health	Employees not taking treatment, poor ventilation in an overcrowded environment	Possible illness, or Fatality	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		2	A	2A	IV	Supplier/Telecomms	Line 32.3, 34.6, 44.2, 44.3; OHSAS 18001(4.3.1.4.4.6)
	Exposure to communicable diseases	Possibility of contracting diseases through contact, such as cholera, Hepatitis A	Health	Poor personal hygiene (Not properly washing your hands after using a toilet)	Possible illness, or Fatality	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		2	B	2B	IV	Supplier/Telecomms	Line 32.3, 34.6, 44.2, 44.4; OHSAS 18001 (4.3.1.4.4.6)
Equipment/Generator Handling	Incorrect lifting and Loading	Body strain and muscle pull	Health	Improper position, incorrect manual handling, incorrect lifting techniques, lack awareness, ergonomics, lack of SOP's, Lack of proper lifting equipment	Availability and implementation of a Manual Handling guideline Awareness, Training and awareness, equipment casing allocated in pool vehicles	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		2	B	2B	IV	Supplier/Telecomms	31-Mar-22
	Corona Virus Outbreak	Employees contracting the virus leading to reduced productivity or staff attrition	Health	Spread of infected droplets through Exhaling and inhaling with open mouth, Coughing and sneezing	Possible illhealth or death	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		5	B	5B	II	Supplier/Telecomms	Disaster Management Act 57 of 2002 (updated 2020/03/19)
Movement around and entry in the working environment and carrying out daily outputs	Poor hygiene practices	Possibility of contracting the disease and spreading it which will in turn lead to productivity decline from fearful and unfit employees	Health	Washing of hands, touching faces with unclean hands, or contaminated surfaces and not washing your hands	Possible illhealth or death	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		3	B	3B	III	Supplier/Telecomms	Covid 19 control measures protocols
	Not maintaining social distancing	Possibility of contracting the disease and spreading it which will in turn lead to productivity decline from fearful and unfit employees	Health	People working close to each other	Possible illhealth or death	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		3	B	3B	III	Supplier/Telecomms	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	Possible illhealth or death	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		4	A	4A	III	Supplier/Telecomms	Covid 19 control measures protocols
	Unhygienic use of breathalysers and biometrics units	Possible spread of infection	Health	Not sanitising the equipment after using it on an infected person	Possible illhealth or death	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		3	B	3B	III	Supplier/Telecomms	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	Possible illhealth or death indirectly affecting the duration of the lockdown hence impact the economy	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		4	A	4A	III	Supplier/Telecomms	Covid 19 control measures protocols
	Lack of awareness on Covid 19 effects and precautions	Acts conditions existing which may lead to spread and contracting of the virus	Health	Awareness not raised	Possible illhealth or death indirectly affecting the duration of the lockdown with huge financial implication with direct impact on the economy	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		4	B	4B	III	Supplier/Telecomms	Covid 19 control measures protocols
	Not screening employees and other individuals entering the workplace	Infected individuals entering the workplace and spreading the virus	Health	No screening facilities, employees refusing to be screened, no policies on screening	Possible illhealth or death indirectly affecting the duration of the lockdown with huge financial implication with direct impact on the economy	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		5	C	5C	II	Supplier/Telecomms	Covid 19 control measures protocols
	Non provision of hand sanitizer	Employees who had contact with the virus being infected through touching their nose and mouth or spreading the virus by touching surfaces in the workplace	Health	Hand sanitizers not purchased as they should, shortage in the market	Possible illhealth or death indirectly affecting the duration of the lockdown with huge financial implication with direct impact on the economy	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		4	B	4B	III	Supplier/Telecomms	Covid 19 control measures protocols
	Not sanitising of work surfaces (Common areas, equipment etc)	Spreading the virus through touching of contaminated surfaces	Health	No sanitising equipment, not sufficient resources to sanitize surfaces, not following safe standard operating procedures, complacency	Possible illhealth or death indirectly affecting the duration of the lockdown with huge financial implication with direct impact on the economy	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		4	B	4B	III	Supplier/Telecomms	Covid 19 control measures protocols
	No/poor provision of hand washing facilities(Soap, running water, paper towel etc)	Possible spread of the infection	Health	Shortage in the market, no compliance by the contractor	Possible illhealth or death indirectly affecting the duration of the lockdown with huge financial implication with direct impact on the economy	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		4	C	4C	II	Supplier/Telecomms	Covid 19 control measures protocols
	Not having measures in place to deal with personnel presenting with the symptoms (isolation facilities, means of transport)	Possible spread of the infection	Health	Poor Planning, shortage of facilities	Possible illhealth or death indirectly affecting the duration of the lockdown with huge financial implication with direct impact on the economy	Issuing of the tender requirements including the baseline HIRA, Evaluation of tender.		6	C	6C	I	Supplier/Telecomms	Covid 19 control measures protocols