

## RISK ASSESSMENT FORM

STRPWRA-01

Dept. Name:	Permanent Way	RA no*:		Rev No.*	01	Date:	
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## Work / Quad Bike

## Sect.1. Risk Assessment Table

Sub Task/Activity	Hazards Identified	RA Criteria (People/Environment/ Property/Process)	Consequences	Existing Control Measures	Severity** Rating (A) of consequences	Likelihood** Rating (B) (Refer Table in Appendix)	Risk Level** (A X B)	Additional Controls (if any)	Person Responsible	Agreed time frame	New Severity Rating(A1) (after additional controls)	New Likelihood Rating(B1) (after additional controls)	Residual Risk ( A1 x B1)	Decision to proceed with work Y/N
Induction	Not knowing how to operate the quad bike. Incorrect PPE	People & Property	Injury. Damage to property	Induction training by competent person	3	3	9	Ensure operators are competent with operating quad bike. Ensure correct PPE is worn.	HoD		2	2	4	Y
Pre use checks	Failure of brakes, lights low tyre pressure, low fuel and oil levels.	People & Property	Injury and damage to property	Conduct walk round check of all lights, horn, fuel and oil levels maintained. On starting, check operation of brakes.	3	3	9				2	2	4	Y
Refueling	Flammable Liquids	People & Property	Injury and damage to property	Engine off. No Smoking or naked flames. Refuel in ventilated area. Do not overfill fuel tank. Use proper refueling device, funnel etc. Clean up oil spill	3	3	9				2	2	4	Y

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Fire	Accident, Explosion, Fire	People & Property	Fire, Burns Breathing difficulty.	Quad bike to be checked prior to start up for fuel / oil leaks. With engine idling, inspection to be carried out for fuel / oil leaks.	3	3	9	Any oil leaks found to be rectified prior to use. After rectification, checks to be carried out again to ensure leak free.	HoD		2	2	4	Y
Tyre repair	Changing tyres	People	Injury from overinflating tyres Injury from incorrect jacking procedure.	Avoid over inflation. Check manufacturers recommendations are followed. Ensure manufacturers guidance for jacking quad bike and changing wheels is followed.	3	3	9				2	2	4	Y
Loading / Unloading and transportation	Inappropriate handling of materials carried. Loose materials/equipment Trailer becoming disconnected.	People & Property	Injury Damaged equipment	Unsure the trailer is suitable for the quad bike and securely attached on the owing arrangement. Ramps to be carried when transporting other portable machinery.	3	3	9				2	2	4	Y

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				Ensure correct handling / lifting procedures are followed. Ensure all loose materials / equipment is secured by ratchet straps. Use low gear and avoid wet slippery conditions where possible.										

- \*Numbering guidance: a. New RA No. if it is a fresh case. b. Old RA No. with new date if no change is hazards. c. Old RA No. inserting Rev. No & new date if there are additional Hazards
- \*\* Refer RA Matrix (Sect.2 Table 1,2,3, of this Form for Hazards / Consequences Evaluation (Likelihood/Severity) to People, Environment and/or Property / Commercial aspects as applicable to arrive at ratings of (A) & (B).
- \*\*\* Refer Risk Level table (Sect.2 Table 4 of this form)). .If results are either in yellow or red consider additional measures to mitigate the risk.
- ‘Contingency Plans’ to limit the impact of unplanned occurrences/ failure of control measures to be discussed and recorded in the section below.
- During review of the RA process, if scope for improvement of the documented HSE procedure for the operation/activity is identified, same should be recorded in the comments section below.

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Contingency Plans :

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Comments :

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Signed:

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Reviewer's Comments:

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Signed:

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Name / Position / Signature

Date

**SECT 2: Risk Ranking Matrices & Risk Level Tables**

TABLE 1 : - PEOPLE			(Severity of)Consequence-A				
			FAC: First Aid Case	LTI: Lost Time Incident	Hospital: Injury requiring Hospitalization or LTI >24hours	Perm Disability: Injury resulting in permanent disability	Fatality: Injury resulting in death
Likelihood Of Consequence)- B	Rating		1	2	3	4	5
	Happened several times per annum in a location/s (Very likely)	5	5	10	15	20	25
	Happened several times per annum within the company (Likely)	4	4	8	12	16	20
	Happened within our company at least once (Unlikely)	3	3	6	9	12	15
	Heard Within the industry (Highly unlikely)	2	2	4	6	8	10
	Never heard within the industry (Almost NIL chances)	1	1	2	3	4	5

TABLE 2: PROPERTY / COMMERCIAL			(Severity of)Consequence-A				
			GBP 10. Damage to property/equipment	GBP 50. Damage to property/equipment	GBP 100. Damage to property/equipment	GBP 500. Damage to property/equipment	GBP 1000 Damage to property/equipment
Likelihood Of Consequence)- B	Rating		1	2	3	4	5
	Happened several times per annum in a location/s (Very likely)	5	5	10	15	20	25
	Happened several times per annum within the company (Likely)	4	4	8	12	16	20
	Happened within our company at least once (Unlikely)	3	3	6	9	12	15

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Heard Within the industry ( <b>Highly unlikely</b> )	2	2	4	6	8	10
Never heard within the industry ( <b>Almost NIL chances</b> )	1	1	2	3	4	5

TABLE 3 :			(Severity of) Consequence (To be defined)\#* - A				
RA - MATRIX FOR MOC			Negligible	Minor	Moderate	Major	Catastrophic
Likelihood Of Consequences-B		Rating	1	2	3	4	5
	Very likely	5	5	10	15	20	25
	Likely	4	4	8	12	16	20
	Unlikely	3	3	6	9	12	15
	Highly unlikely	2	2	4	6	8	10
	Almost NIL chances	1	1	2	3	4	5

Table 4: Risk Levels	Meaning	Action
1 - 7	<b>Tolerable</b>	Risk is acceptable and job can be undertaken. Consideration may be given for further reduction of risk if reasonably possible. However, in case value is above 4, continuous monitoring is required to ensure existing controls are maintained.
8 - 11	<b>Moderate</b>	Efforts are to be made to reduce the risk by placing additional controls with an aim to bring down Risk Level to Green zone.
12 - 25	<b>Substantial</b>	Efforts are to be made to reduce the risk to green/yellow rating by placing additional controls and taking appropriate action as defined above. However, If the final risk level is in the red zone then no job shall be undertaken. Until the final risk level is reduced so that it is no longer in the red zone the job shall not be undertaken."