

Coton Community Allotments Association: Form HSF-01, Checklist of Hazards/Hazardous Activities

Project Title: Coton Community Allotments	Project Stage: Daily Operations at Allotment Site	Project No/Ref: CCAA1
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Risk Rating Key: L= Low, M = Medium and H = High

Task:	Tick if Present (✓)	Risk Rating L M H			Initial Identified Control Measures	Further Risk Assessment at Project Start HSF-02 (✓)
Hazard:						
Adverse weather / environment – extreme heat / cold/ rain/ winds/humidity/lighting conditions/darkness	✓	L			Appropriate clothing to be worn, e.g. wind/waterproofs, warm clothes, etc.	
Asbestos	✓	L			Fragments of suspected asbestos cement sheeting may still be present on/in ground. Do not touch if found and inform CCAA committee immediately who will arrange for collection and appropriate disposal. Sampling exercises undertaken to date show no asbestos fibres in any of the soil samples taken.	
Biological Hazards						
Bottled Gas / Compressed Gas	✓	L			Bottled gas for site BBQ to be stored at CCAA committee member's house when not in use. Bottled gas cylinder to be operated and stored in accordance with manufacturer's instructions. Use of bottled gas on site limited to adults over the age of 18.	
Confined spaces						
Construction	✓		M		Plottolders to keep away from any construction works being carried out on site. Plottolders to be informed of planned works by CCAA committee.	✓
Contaminated Land	✓	L			As 'asbestos' above.	
Cranes and hoists - Lifting Equipment						
Demolition / Unsafe Structures						
Dusts						
Electrical / Power equipment, cables(overhead or below ground), switchgear, etc.						
Explosives						
Explosive Atmospheres/Dangerous Substances to consider (gases, liquids or solids)						
Flooding	✓	L			Site lies within/adjacent to an area that has a 1% chance of flooding each year (as reported by the Environment Agency). Access to the site will be restricted during such times.	
Gas (Methane, Carbon Dioxide, Sulphide)						
High Pressure (Water, steam, air, other gases)						

Task:	Tick if Present (✓)	Risk Rating L M H			Initial Identified Control Measures	Further Risk Assessment at Project Start HSF-02 (✓)
Hazard:						
Hot surfaces or materials						
Unhygienic Conditions	✓	L			Wash hands and face before eating or drinking.	
Impacts (Objects / Vehicles)	✓		M		Be vigilant over vehicular movements on site.	✓
Ionising Radiation sources (inc. contaminants)						
Livestock	✓	L			Keep gate into adjacent field closed to prevent livestock (cattle, sheep, etc.) entering the site. Keep away from active bee hives unless suitably trained and authorised to do so.	
Low temperatures (cryogenics, dry ice, etc.)						
Machinery (Rotating / Moving)	✓	L			Gardening machinery (mowers, strimmers, rotavators, chainsaws etc.) to be operated in accordance with manufacturers instructions and by those over the age of 18.	
Manual Handling	✓	L			Manual handling should be in accordance with HSE manual handling guidance booklet.	
Microwave & radio frequency radiation						
Noise / Vibration	✓	L			Gardening equipment to be maintained in good working order to minimise generation of noise. Be mindful of neighbours and keep noise to a minimum. No use of equipment during unsociable hours (20.00 – 08.00)	
Pipes (above or below ground)	✓	L			Water mains for the two taps are near surface in area of taps. No work is to be undertaken that could cause damage to the pipework.	
Poor Access						
Public Interface	✓	L			Refer enquiries regarding site to the CCAA committee.	
Risks associated with site visits (eg travel, driving, long days, ppe requirements)						
Sharp Objects	✓	L			Wear appropriate gloves and operate sharp gardening equipment (shears, pruners, saws, etc.) in accordance with manufacturer's instructions.	
Toxic Materials (refer to HSE COSHH Regs. and EH40 latest issue, incl. Irritants)						
Slip/Trip Hazards	✓	L			Be vigilant of tripping hazards, wear appropriate footwear, preferably with ankle support.	
Ultra-violet light					See 'Adverse Weather' above.	
Unsafe ground, (unstable slopes, trenches, holes, mine-shafts)	✓	L			Be vigilant of unsafe ground, wear appropriate footwear, preferably with ankle support.	
Vapours / Volatiles						

Task:	Tick if Present (✓)	Risk Rating L M H			Initial Identified Control Measures	Further Risk Assessment at Project Start HSF-02 (✓)
Hazard:						
Vehicles, inc. site transport, fork lifts, etc. Highway / Site Transport	✓		M		See 'Impacts' above	✓
Work on, above or adjacent to water						
Working alone	✓	L			Take mobile phone for use in emergency if likely to be on site alone. Inform others of whereabouts prior to undertaking work.	
Working at height, scaffolding, ladders						
Other Identified Hazards (Fires)	✓	L			CCAA designated Fire Officer to carry out controlled burning in designated area in accordance with Method Statement.	

Project Stage		
Developed by:	Reviewer:	Reviewed Date:
Simon Howard	Matt Lush	11 June 2012
11 June 2012	11 June 2012	