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| --- | --- | --- | --- | --- | --- |
| **Site / Area:** |       | **Date of assessment:**  |  | **Risk Assessment #:** | **078RA** |
| **Completed by (name):** |       | **Signature:** |       |
| **In Consultation with** |       | **Signature:** |       |
| **Identify / describe activity, equipment, area or event you are assessing:**  | **Table Router** |
| **In conjunction with this risk assessment, training / education and development of a relevant SOP may be required** |
| **Step 1:** **Identify the hazard/s:**What do you believe are the hazards?(Refer Risk Assessment Guideline (015G)) | **Step 2: Assess the risks:**What do you believe are the risks?(Refer *Risk Assessment Guideline (015G)*) | **Step 3: Reducing the risk:**What do you believe can be done to reduce the risk?(Refer *Risk Assessment Guideline (015G)*) |
| **What could cause harm?** | **What could go wrong?** | **Controls** |
| **Electricity*** + - * Damaged electrical cord
			* Electrical fault within the piece of machinery
			* Overloading power sockets
 | * + - * Electric shock/burns
* Electrocution
* Fire
* Equipment Damage
 | * Visual inspections before use
* All faults reported immediately
* Ensure electrical equipment is in good working order (testing and tagging)
* Residual current device (RCD) push button tested according to legislative requirements
* RCD time tested according to legislative requirements
* Fire wardens are trained in fire extinguisher use and emergency evacuation
 |
| **Gravity*** Slippery surfaces
* Inappropriate footwear
 | * Slip, trip, fall
* Concussion
* Fracture
 | * Good housekeeping practices
* Non slip footwear
* Workplace inspections
* Exclusion zones around machinery
 |
| **Hazardous Manual Tasks*** Bending/stooping to pick up products
 | * Sprains & strains
 | * Plant is set at a suitable height to minimise stooping
* Trolleys are available for moving items if required
* All workers and students are trained in safe manual handling techniques
 |
| **Noise*** Loud machinery in an indoor environment (classroom)
 | * Potential hearing loss/impairment
* Workers/students cannot communicate due to noise
 | * Hearing protection is available if required
* Workers have audiometric testing (hearing tests) every 2 years
 |
| **Machinery & Equipment*** Guarding is inadequate
* Parts disintegrating and / or being ejected
* Cutting bit not attached correctly
 | * Laceration/amputation to a worker/students fingers or hand from being drawn into the cutting bit
* Worker injured while conducting maintenance on the plant
* Worker/student could receive an eye injury from flying particles
* The cutting bit could disintegrate and injure a worker/student
 | * Plant has guarding over the cutting bit
* Regular workplace inspections are conducted
* Cutting bits are regularly inspected and old bits thrown away.
* Worker/students are provided with personal protective equipment (PPE)
* Preventative Maintenance Schedule in place
 |
| **Airborne Contaminants*** Fumes/dusts
 | * Asthma
* Irritation to the lungs
 | * PPE is available on request
* Dust is not blown off with compressed air
* Plant has dust extraction system fitted.
 |
| **Other:** |  |  |

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| --- | --- | --- | --- | --- | --- |
| **Authorised by:** |  | **Signature:** |  | **Date:** |  |

**Review hazard/risk assessment if task or circumstances change and at intervals appropriate to the level of risk (minimum 5 years).**

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| **Step 4: Monitor & review:**(Refer to hazard sheet)**Please tick Yes or No** |
| **Were the controls effective?** | **Were there any unforeseen hazards/ incidents?** | **New controls** |
| **Yes** | **[ ]**  | **No** | **[ ]**  | **Yes** | **[ ]**  | **No** | **[ ]**  |
| **DETAILS** | **DETAILS** | **DETAILS** |
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| --- | --- | --- | --- | --- | --- |
| **Name:** |  | **Signature:** |  | **Date:** |  |