



Risk Assessment - Workshop - Use of a Pillar or Radial Drill

Reference No: GLO-44412-21
 Version No: 3
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Department: Global
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Use of a pillar or radial drill in a workshop environment

Type	Hazard Cause	Persons Affected	Control Measures	L Overall	S T	Additional Control Measures	L Overall	S T	Owner/Action		
Health and Safety	Personal Injury Multiple causes included contact with moving parts, sharps objects, entanglement, electrical shock etc.	Volunteers & Staff	1) CRITICAL - Elimination: No loose clothes, jewellery, overly long sleeves, ties or gloves will be worn. - Effective 2) CRITICAL - Elimination: Hands must be kept well clear of all moving parts - Effective 3) CRITICAL - Engineering: An 'Emergency Stop' or other stop switch will be fitted within the reach of the user. - Effective 4) CRITICAL - Engineering: Machine guards are to be fitted, clean, functional and used at all times. - Effective 5) CRITICAL - Engineering: Any fitted safety devices such as 'Impact Wands', safety wires, foot switches or overloads will be fitted and functional. - Effective 6) CRITICAL - Engineering: The machine must be securely fixed to the floor or other stable and unmovable surface. Those machines that are mounted on wheels must be securely fixed whilst in use to stop them from moving. - Effective 7) CRITICAL - Engineering: The drill bit must be securely fixed, sharp, guarded where possible and in good condition. - Effective 8) CRITICAL - Engineering: The machine must be switched off and power isolated and locked out where possible before any maintenance activity takes place. - Effective 9) CRITICAL - Engineering: The drill bit must stop rotating within 10 seconds of a stop button being pressed. - Effective 10) CRITICAL - Engineering: The speed of rotation of the bit must be adjusted appropriately for the type of material being cut. - Effective 11) CRITICAL - Engineering: The workpiece must be suitably clamped and supported as appropriate. - Effective 12) CRITICAL - Engineering: Cutting fluids should be used as appropriate and maintained to remain in a suitable condition for use. - Effective 13) CRITICAL - Engineering: The machine must be stopped before the work piece is removed from any clamps. - Effective 14) CRITICAL - Engineering: All drive pulleys and belts must be guarded. - Effective 15) CRITICAL - Engineering: Chuck keys and any other tools are to be removed before starting the machine. - Effective 16) CRITICAL - Engineering: Coolant nozzles should not be adjusted when the machine is in operation. - Effective 17) CRITICAL - Engineering: The machine must always be stopped before taking any measurements or adjustments take place. - Effective 18) CRITICAL - Administrative: Only competent and authorised staff can use the equipment. - Effective 19) CRITICAL - Administrative: The equipment must be mechanically and electrically maintained regularly and accurate records of maintenance activity will be kept. All safety features must be tested. - Effective 20) CRITICAL - Administrative: A hair net or cap must be worn for staff with long hair. - Effective 21) CRITICAL - Administrative: The machine must never be left unsupervised if energised. - Effective CONTINUES ON NEXT PAGE	2 x	4 =	8	1) Engineering: Consider the use of interlocked guards - Effective 2) Engineering: Lifting aids are to be used for positioning heavy work pieces in the machine. - Effective 3) Administrative: Be aware of potential for swarf to be ejected from the machine and stand in a position to minimise likelihood of impact. - Effective 4) PPE: Wear ear protection if desired and always if noise surveys have indicated that ear protection is required. - Effective	2 x	4 =	8	n/a



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			22) CRITICAL - Administrative: Only the user and any trainees will be near to the machine when it is in operation. - Effective 23) CRITICAL - Administrative: The standing area for the operator must be clean, free from debris and not slippery. - Effective 24) CRITICAL - PPE: Eye protection, overalls or dust coat and steel toe-capped footwear must be worn. - Effective								

Score and Control Measure Notes.

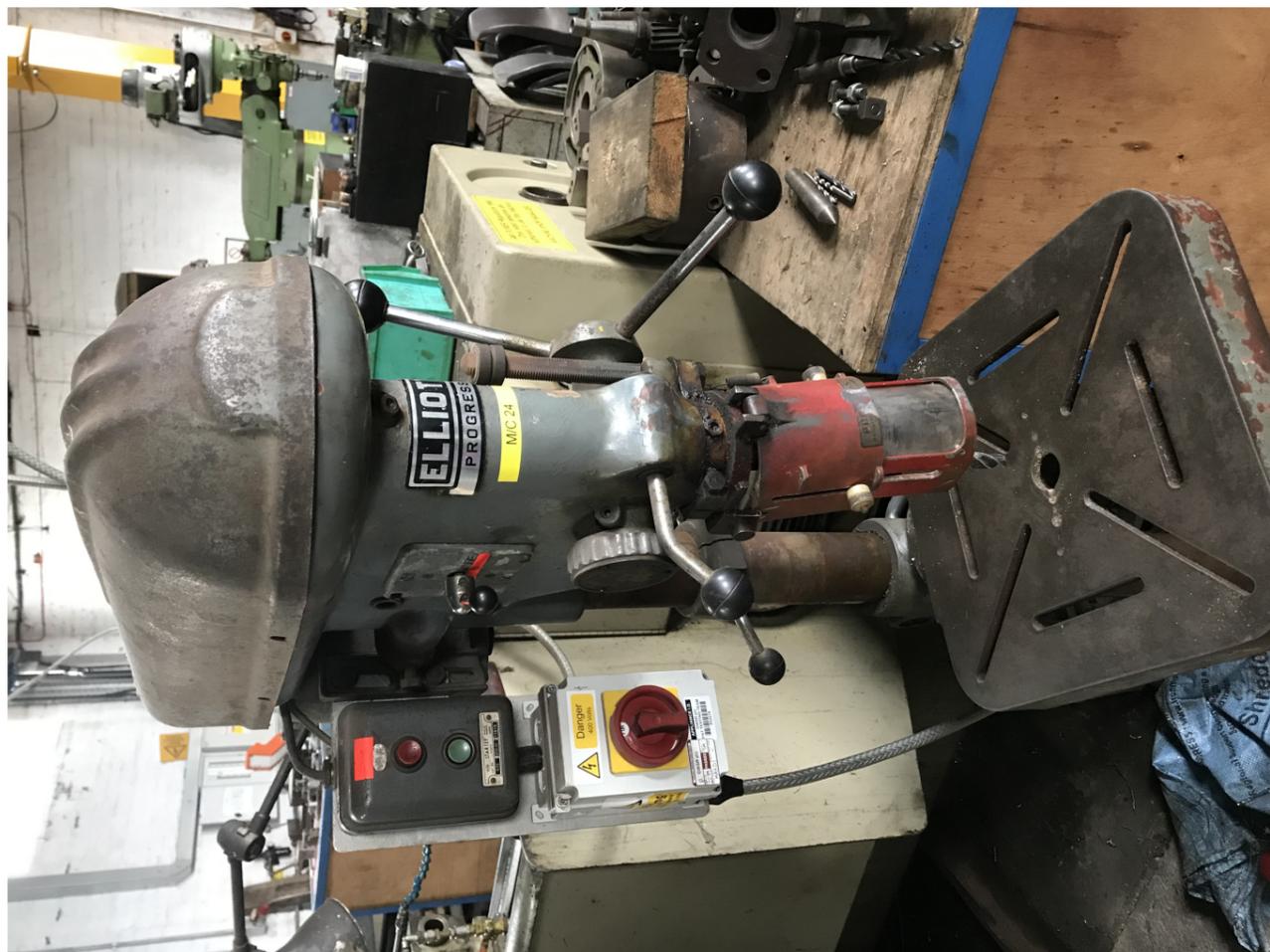
Risk is medium due to potential injury.
All control measures must be followed.
The risk remains medium.

COSHH Assessments

There are no COSHH assessments associated with this risk assessment.
Ends



Appendix



Reference: UI-44412-809
Drill 1 -



Reference: UI-44412-972
Drill 2 -