## Risk Assessment - Commercial Volunteer Lone Working Off Site

Reference No: COM-44119-46
Version No: 2
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Department: Commercial
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### GWRT volunteer lone working off site

| Type | Hazard<br>Cause | Persons Affected | Control Measures | L S T Overall | Additional Control Measures | L S T Overall | Owner/Action |
|---|---|---|---|---|---|---|---|
| Health and Safety | Injury or incapacitation whilst working alone<br>Slips, trips, falls, injury or illness leading to incapacitation. | Volunteers & Staff | 1) CRITICAL - Engineering: Do not lift heavy items alone above chest height. - Effective<br>2) CRITICAL - Engineering: If heavy lifting is required ensure that two people are involved - Effective<br>3) CRITICAL - Engineering: Ensure that the building lighting is switched on and adequate. - Effective<br>4) CRITICAL - Engineering: Use trolleys to transport items that are too large to carry easily. - Effective<br>5) CRITICAL - Administrative: Check that a mobile phone signal is available and then use electronic sign-in system that can be tracked and select the 'lone working' option. - Effective<br>6) CRITICAL - Administrative: Sign in every hour to keep system active and aware of your work. - Effective<br>7) CRITICAL - Administrative: Always carry a charged mobile phone for communication. - Effective<br>8) CRITICAL - Administrative: Ensure that a family member or friend is aware of your work activity - Effective<br>9) CRITICAL - Administrative: Sign in at the storage warehouse and/or make the staff aware of your presence. Sign out at the end of the visit so that staff are aware that you have left. - Effective<br>10) CRITICAL - Administrative: Before starting work inspect the area for any trip hazards and remove them. - Effective<br>11) CRITICAL - Administrative: Consider the length of your visit and take any food, drink or medication with you as necessary. - Effective<br>12) CRITICAL - PPE: Consider wearing gloves and sturdy footwear if appropriate. - Effective | 2 x 2 = 4<br>Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level. | None | 2 x 2 = 4<br>Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level. | n/a |

**Score and Control Measure Notes.**
Low risk if control measures followed.
No additional control measures identified.

## COSHH Assessments

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