|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **RA-015 RISK ASSESSMENT** | **USE OF PORTABLE PIPE THREADING MACHINE** | | **Frequency and Job Specific Information:** Please Refer to Project/ Method Statement | | |
| **Risk Assessment prepared by** |  | **Name of Person approving RA:** |  | **Date of last review:** |  |
| **Next review due** |  |
| **Limits of use without need for project specific sign off** |  | | | **Circulation List** | All site staff and Project Managers |

**Project specific details & Sign-off by Project Manager (only completed where the standard controls no longer apply)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Job Number** |  | **Site:** |  | **Project Manager Approving Amended Risk Assessment** |  | **Date:** |  |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Activity** | **Hazard** | **Main Risks**  **&**  **Affected Persons** | **Risk Rating** | | | Existing **Risk Controls** | AdditionalRisk Controls | **Residual Risk** | | |
| **P** | **O** | **RR** | **P** | **O** | **RR** |
| **PIPE THREADING MACHINE**  **SET UP** | Faulty electrical outlet  Faulty wiring  Incorrect wire loading  Wet conditions  Inexperienced operator  Moving the equipment | **Pipe threader**  **Others working in the area**  Electrical shock  Slip trip  Manual handling injury |  |  |  | * Before using this type of equipment employees must be trained by a competent person in its proper use. * The operator’s manual must be   understood and followed by the operator at all times and reviewed regularly.   * Always follow the manufacturer’s instructions for proper use of this   equipment.   * Do not use this equipment for anything other than its intended / designed purpose. * Do not modify this machine in anyway. * Ensure that your work area is clean, free of debris and adequate lighting. | * Employees must be trained in the proper use and maintenance of all required PPE before operating this equipment. * Ensure that the threading machine is properly secured to a work bench or a manufacturer approved stand before use. * Do not wear gloves, loose fitting clothing or jewellery when operating this equipment. * Ensure that long hair is contained under your head protection * Always ensure that long sleeve shirt cuffs are buttoned when operating this equipment. |  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Activity** | **Hazard** | **Main Risks**  **&**  **Affected Persons** | **Risk Rating** | | | Existing **Risk Controls** | AdditionalRisk Controls | **Residual Risk** | | |
| **P** | **O** | **RR** | **P** | **O** | **RR** |
| **PIPE THREADING MACHINE**  **SET UP**  **Continued** | Faulty electrical outlet  Faulty wiring  Incorrect wire loading  Wet conditions  Inexperienced operator | **Pipe threader**  **Others working in the area**  Electrical shock  Slip trip |  |  |  | * Ensure that the floor area around the equipment is dry and free of any slippery substances. * Ensure that any extension cords to be used are in good condition and that the wire gauge and equipment amperage are compatible with the length of   the cord.   * Ensure that extension cords are properly rated for outdoor use if this equipment is operated outdoors. * Ensure that the REV/OFF/FOR power switch is in the OFF position before plugging in the equipment. | * Always check the equipment and all power cords and receptacles before use. * Ensure that power cords are equipped with a proper ground plug and that electrical connections are made to a properly grounded outlet. * Ensure handles are clean and free of oil or grease before use * Always lock the foot switch in the OFF position when the equipment is not in use. * All staff must complete manual handling training |  |  |  |
| **USING A PORTABLE PIPE THREADING MACHINE** | Rotating pipe  Metal turnings  Wet or slippery floor  Loose clothing  Long hair  Gloves | **Pipe threader**  **Others working in the area**  Electrical shock, Entrapment of clothing, gloves and other items Ejection of Sharp metal turnings  Sharp pipe threads  Slipping  Tripping  Fire |  |  |  | * Do not use this equipment if any covers / guards have been removed. * Remove all adjusting keys before starting equipment. * Always operate this machine on the side with the control switches * Always use this machine with a foot switch. * Do not use this equipment if the foot switch is broken or missing * Do not operate this machine you are under the influence of alcohol, drugs or medication | * Keep anyone not involved in operating the equipment well back from the work area; a minimum of 3 feet from the end of any item being worked on. * Do not use the equipment if you suspect it is defective in any way * Stay alert at all times during operation this machine |  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Activity** | **Hazard** | **Main Risks**  **&**  **Affected Persons** | **Risk Rating** | | | Existing **Risk Controls** | AdditionalRisk Controls | **Residual Risk** | | |
| **P** | **O** | **RR** | **P** | **O** | **RR** |
| **USING A PORTABLE PIPE THREADING MACHINE**  **Continued** | Rotating pipe  Metal turnings  Wet or slippery floor  Loose clothing  Long hair  Gloves | **Pipe threader**  **Others working in the area**  Electrical shock, Entrapment of clothing, gloves and other items Ejection of Sharp metal turnings  Sharp pipe threads  Slipping  Tripping  Fire |  |  |  | * Ensure that the chuck hand wheel is tightened and that the rear centering device is engaged before turning on the machine. * Never overreach when operating this equipment maintain good / balanced footing at all times. * Ensure that this equipment and its attachments are properly stored after use * Ensure that servicing and repairs are performed by a qualified competent person. | * Always ensure that long or heavy pieces of pipe are supported by a pipe support. * Keep hands well away from rotating pipes or fittings * Always stop the machine before attempting to wipe pipe threads or screwing on fittings * Ensure that the machine has been turned OFF and has come to a complete stop before touching chucks or pipe. |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |

**PPE Required**

**(Please tick all that apply)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |
| **SAFETY HELMET**  **MUST BE WORN** | **HIGH VISIBILITY VEST**  **MUST BE WORN** | **SAFETY BOOTS**  **MUST BE WORN** | **SAFETY GLOVES**  **MUST BE WORN** | **EYE PROTECTION**  **MUST BE WORN** | **EAR PROTECTION**  **MUST BE WORN** | **SAFETY OVERALLS**  **MUST BE WORN** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **LABORATORY COATS**  **MUST BE WORN** | **WELDING MASK**  **MUST BE WORN** | **VISORS**  **MUST BE WORN** | **HAIR NETS**  **MUST BE WORN** | **ESCAPE ROUTES**  **TO BE KEPT CLEAR** | **SAFETY HARNESSES**  **MUST BE WORN** | **NO MOBILE PHONES** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **REPIRATORS**  **MUST BE WORN** | **HAVE YOU BEEN**  **FACE FIT TESTED?** | **PEDESTRIAN MUST**  **USE THIS ROUTE** | **INTRINSICALLY SAFE OVERALLS**  **TO BE WORN** | **INTRINSICALLY SAFE FOOTWEAR**  **MUST BE WORN** | **OPAQUE SAFETY GLASSES**  **MUST BE WORN** | **DRIVERS MUST REPORT TO SITE OFFICE** |
|  |  |  |  |  |  |  |

**Notes**

* For risk assessments requiring project specific amendment - the Risk Assessment shall be reviewed weekly to ensure, it remains current as the project progresses.
* All employees to attend site induction/sign-in prior to commencing work on site.
* First Aid facilities to be provided by Client/Principal Contractor
* Welfare facilities to be provided by Client/Principal Contractor

**Risk Assessment Matrix**

**Multiply scores to arrive at risk rating (RR)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **Probability** | | | | | |
|  |  | **Remote** | **Unlikely** | **Possible** | **Probable** | **Very Likely** | **Certain** |
| **Outcome** | **No Injury** | **0** | **1** | **2** | **3** | **4** | **5** |
| **Minor Injury** | **1** | **1** | **2** | **3** | **4** | **5** |
| **First Aid Injury** | **2** | **2** | **4** | **6** | **8** | **10** |
| **Reportable Injury**  **(7 Day)** | **3** | **3** | **6** | **9** | **12** | **15** |
| **Major Injury** | **4** | **4** | **8** | **12** | **16** | **20** |
| **Fatality/Disability** | **5** | **5** | **10** | **15** | **20** | **25** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Low** | **1 – 6** | **Monitor** | **Tolerable risk. No additional controls required. Employees made aware of safe/correct system of work.** |
| **Med** | **8 – 12** | **Improvement** | **Action required to further reduce risk to acceptable level. Review of process or activity.** |
| **High** | **15+** | **Immediate Action** | **Unacceptable risk. Stop activity immediately. Inform next level of management & refer to Manager/Safety Coordinator. Possible withdrawal of process or activity.** |

**Monitoring and Review**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date Completed** | **Assessed by:** | **Job Title:** | **Signature:** | **Review Date:** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Further Actions**

**(Please detail any actions for the risk assessment here)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Issue** | **Further action** | **Action by who?** | **Action by when?** | **Completed** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**All actions to be followed up are marked in bold in the body of the risk assessment above.**

**Confirmation of Risk Assessment & Method Statement Briefing**

**Before commencing the activities covered in this safe system of work document all staff are to sign below to confirm that a clear briefing explaining the job has been given and is understood**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Signature** | **Date** | **Comments** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |