



# Clawson, Hose & Harby Parish Council





Risk Assessment for







## Use Of Hand Tools






This Risk Assessment covers the use of hand tools for simple maintenance activities









Reference number	
Assessor	Anne Mfoulds
Date completed	27/05/25
Review Schedule	Annually
Review date	27/05/26
Approved date	27/05/25
Approved by	Anne Mfoulds
Affected site(s)	Clawson, Hose & Harby Parish Council

## Hazards and controls

 <b>Hazard: Particles from tools</b>		
Activity may cause residue/debris that could make contact or be inhaled, causing further health issues.		
Who can be harmed/how?	Controls in place	Risk rating
Employees conducting maintenance activities  Cuts	<p><b>Eye Protection Worn</b></p>  Eye protection supplied to BS EN 166 & relevant to the work activity hazard	 Low Risk
	<p><b>Eye/Face Guard Worn</b></p>  Eye/face guard worn to protect both eyes and face against the risk of debris and/or splashes	

 <b>Hazard: People Movement (Risk of Slips, Trips &amp; Falls)</b>		
Who can be harmed/how?	Controls in place	Risk rating
<p>Employees conducting maintenance activities</p> <p>Risk of injury due to a variety of access/egress hazards that can cause slips, trips &amp; falls</p>	<p>All aisles and gangways kept clear</p>  <p>All aisles and gangways kept clear to avoid slips and trips</p> <p>All Staff Trained In Good Housekeeping Techniques</p>  <p>All staff are trained in good housekeeping techniques &amp; the standards expected in the workplace</p> <p>Good Housekeeping Observed During The Task</p>  <p>Good housekeeping standards observed &amp; maintained by operatives throughout the duration of the task</p> <p>Spillages Cleaned Up Immediately</p>  <p>Spillages Cleaned Up Immediately</p>	<div>  Low Risk         </div>






 <b>Hazard: Poor Housekeeping</b>		
Who can be harmed/how?	Controls in place	Risk rating
<p>Employees conducting maintenance activities</p> <p>Risk of injury during access &amp; egress due to poor housekeeping.</p>	<p>All Staff Trained In Good Housekeeping Techniques</p> <p> All staff are trained in good housekeeping techniques &amp; the standards expected in the workplace</p> <p>Good Housekeeping Observed During The Task</p> <p> Good housekeeping standards observed &amp; maintained by operatives throughout the duration of the task</p> <p>Regular Housekeeping Inspections Are Carried Out</p> <p> Regular housekeeping inspections are carried out in the workplace.</p>	<div> Low Risk</div>





 <b>Hazard: Poor Hygiene (Infection)</b>		
Who can be harmed/how?	Controls in place	Risk rating
<p>Employees conducting maintenance activities</p> <p>Risk of ill health/disease due to exposure to infectious agents/pathogens from poor hygiene practice</p>	<p> Barrier Cream/Hygiene Station Provided Suitable barrier cream &amp; hygiene station is provided</p> <p> Gloves Worn - EN 455 Single-Use Medical Gloves Gloves Worn - EN 455 Single-Use Medical Gloves</p> <p> Good Hand Washing/Hygiene Procedures Observed Good hand washing procedures observed to reduce the risk of skin disorders and promote good hygiene</p> <p> Hygiene Procedures in Place &amp; Followed Hygiene procedures in place &amp; followed</p> <p> Skin Checks In Place Operatives self-check skin for signs of dermatitis and report accordingly</p> <p> Suitable Sanitising Wipes Used Only suitable sanitisers used that fully remove bacteria &amp; compliant with BS EN 1276 or BS EN 13697</p>	<div>  Low Risk         </div>









## Hazard: Sharp objects

Inappropriate use and storage of sharp tools

Who can be harmed/how?	Controls in place	Risk rating
<p>Employees conducting maintenance activities</p> <p>Serious cuts</p>	<p>First Aid Needs Assessment Carried Out</p> <p> Appropriate first aid facilities &amp; personnel provided as a result of a First Aid Needs Assessment.</p> <p>Gloves Worn - EN 388</p> <p> Mechanical Risks (Cut Resist)</p> <p>Gloves Worn - EN 388 Mechanical Risks (Cut Resistant)</p> <p>Only Competent Persons Can Operate The Equipment</p> <p> Only personnel with sufficient information, instruction and training can operate the equipment.</p> <p>Sharps Handled With Care (Tools)</p> <p> Open-bladed knives &amp; other sharp tools are to be carried and used so as not to cause injury.</p>	<p> Low Risk</p>

 <b>Hazard: Work At Height (Risk Of Falling Tools)</b>		
Who can be harmed/how?	Controls in place	Risk rating
<p>Employees conducting maintenance activities</p> <p>Risk of injury to those below due to falling tools whilst working at height</p>	<p>Barriers In Place To Prevent Unauthorised Access</p>  Barriers In Place To Prevent Unauthorised Access <p>Hand Tools Carried Correctly</p>  Hand tools are carried in a shoulder bag or holster attached to a belt to stop them falling.	<div>  Low Risk </div>

 <b>Hazard: Work Equipment - Hand Tools</b>		
Who can be harmed/how?	Controls in place	Risk rating
<p>Employees conducting maintenance activities</p> <p>Risk of injury due to misuse of or poorly maintained hand tools</p>	<p>Only Competent Persons Can Operate The Equipment</p>  Only personnel with sufficient information, instruction and training can operate the equipment. <p>Prestart Checks Undertaken</p>  Prestart Checks Undertaken <p>Routine Maintenance Undertaken</p>  Routine maintenance is undertaken in accordance with the manufacturer's requirements <p>Tools Kept In Good Condition</p>  Tools are cleaned down and service prior to putting away	<div>  Low Risk </div>

## Risk rating explanation

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- Risk is categorised as LOW: Look to reduce risk if practicable
- Risk has been categorised as MEDIUM: Begin to plan your action to reduce the risk immediately
- Risk has been categorised as HIGH: Immediate action required to reduce the risk

Assessor's signature: Anne Mfoulds

Approved by signature: Anne Mfoulds