



Risk Assessment – Visitors.

Company:	SES Engineering (Newark) Ltd	Date:	16.05.2022	Review Date:	16.05.2023	Ref:	SES/0053
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Operation:	Visitors.			Persons at risk:	Employees, 3 rd parties		
HAZARD	Assessment			CONTROL MEASURES TO REDUCE THE RISK	Re-assessment		
	S	L	R		S	L	R
Injury to visitors.	4	3	12	Hard hats, high visibility garments are mandatory. Safety footwear is only required where ground conditions dictate, otherwise sensible footwear shall be adequate. Adequately trained first aiders and equipment must be readily available at all times. During the induction the visitor, and where relevant their escort must be instructed in the procedure for contacting first aiders and any emergency procedure.	4	1	4
Insufficient hazard awareness.	4	3	12	All visitors to site must receive an induction prior to entering any site areas. During the induction process the manager shall ascertain the visitor's level of site experience – unless considerable experience is held the visitor will not be allowed on site without a dedicated escort, designated by management. Visitors not to enter potentially hazardous areas i.e., near tele-handler operations – safest route to be taken wherever possible.	4	1	4
Fire.	4	3	12	Adequate firefighting equipment to be situated to necessitate means of escape within buildings. Fire procedure to be explained as part of the visitor induction process.	4	1	4

Likelihood →	Likely	Probable	Possible	Unlikely	Very unlikely
↓ Severity	(5)	(4)	(3)	(2)	(1)
Death (4)	20	16	12	8	4
Major Injury (3)	15	12	9	6	3
Minor Injury (2)	10	8	6	4	2
No Injury (1)	5	4	3	2	1

KEY: S = Severity

L = Likelihood

R = Risk rating

12-20 High risk
8-10 Medium risk
1-6 Low risk

PPE Required:

Hard hat	Y
High vis clothing & boots	Y
Eye/ ear protection	As necessary
Suitable gloves	Y
Respiratory equipment	As necessary
Safety harness	As necessary

Risk assessment to be reviewed every 12 months or following an accident / incident.