

SAFEGUIDE OCCUPATIONAL HEALTH & SAFETY RISK ASSESSMENT GUIDE

MODEL

OCCUPATION:

PART A. GENERAL FACTS ABOUT THE OCCUPATION

1. THE JOB OF AN OCCUPATION

- GENERAL DESCRIPTION
- SPECIFIC TASKS
- EQUIPMENT USED



2. MOST COMMON HAZARDS RELEVANT TO THE JOB OF AN OCCUPATION



3. MOST COMMON WORK RELATED DISEASES AND ILLNESSES RELEVANT TO THE JOB OF AN OCCUPATION



4. OTHER GROUPS OF WORKERS THAT ARE SUBJECT TO THE HAZARDS RELATED WITH THE JOB OF AN OCCUPATION



5. PREVENTIVE MEASURES IN THE JOB OF AN OCCUPATION



6. PERSONAL PROTECTIVE EQUIPEMENT OF AN OCCUPATION



7. LEGISLATIVE REQUIREMENTS IN THE JOB OF AN OCCUPATION



8. NOTES AND REMARKS



9. DESCRIPTION OF THE PARTICULAR WORKPLACE



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PART B. WRITTEN RISK ASSESSMENT



WORKPLACE LOCATION:..... **ASSESSMENT DATE:**.....

1. HAZARDS ASSOCIATED WITH THE RAW MATERIALS USED

| POTENTIAL HAZARDS | LIK. | SEV. | PREVENTIVE/ PROTECTIVE MEASURES |
|---|------|------|--|
| <i>Hazards associated with the raw material supply</i> | | | |
| <i>Hazards associated with the temporary storage of the raw materials used</i> | | | |
| <i>Other potential hazards associated with the raw materials used</i> | | | <i>Preventive and protective measures that are proposed</i> |

2. HAZARDS ASSOCIATED WITH THE CURRENT PRODUCTION PROCEDURE

| POTENTIAL HAZARDS | LIK. | SEV. | PREVENTIVE/ PROTECTIVE MEASURES |
|--|------|------|--|
| <i>Tools, Machinery, Fixtures etc in use.</i> | | | |
| <i>Hazards associated with the work method used</i> | | | |
| <i>Hazards associated with repair and maintenance works</i> | | | |
| <i>Mechanical hazards and ergonomic faults in the workplace</i> | | | |
| <i>Other potential hazards associated with the current production procedure</i> | | | <i>Preventive and protective measures that are proposed</i> |

| 3. HAZARDS ASSOCIATED WITH THE WORKING ENVIRONMENT | | | |
|--|------|------|---|
| POTENTIAL HAZARDS | LIK. | SEV. | PREVENTIVE/ PROTECTIVE MEASURES |
| Physical Hazards (Noise, Vibration, Temperature, Light, Ventilation, etc.) | | | |
| Chemical Hazards (Dusts, Particles, Mists, Vapours, Fumes, Splashes etc) | | | |
| Biological Hazards (Fungi, Harmful bacteria etc) | | | |
| Radiation (Ionising, Infra red etc) | | | |
| Electricity | | | |
| Job site (Emergency exits, lanes, warning signs, fire prevention means etc.) | | | |
| Other potential hazards associated with the working environment | | | Preventive and protective measures that are proposed |

| 4. HAZARDS ASSOCIATED WITH THE FINAL PRODUCT AND SUBPRODUCTS | | | |
|---|------|------|---|
| POTENTIAL HAZARDS | LIK. | SEV. | PREVENTIVE/ PROTECTIVE MEASURES |
| Hazards associated with the taking away of the final product and subproducts | | | |
| Hazards associated with the temporary storage of the final product and subproducts | | | |
| Other potential hazards associated with the final product and subproducts | | | Preventive and protective measures that are proposed |

| 5. OTHER TYPES OF HAZARD | | | |
|--|------|------|---------------------------------|
| POTENTIAL HAZARDS | LIK. | SEV. | PREVENTIVE/ PROTECTIVE MEASURES |
| Hazards associated with the poor organisation of work | | | |
| Hazards associated with psychological factors | | | |
| Hazards associated with the particular requirements of the work and the particularities of the specific workplace | | | |

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PART C. POTENTIAL HAZARDS AND PERSONAL PROTECTIVE EQUIPMENT



| | | PART OF THE BODY AT RISK | | | | | | | | | | | | | |
|---|----------------------------------|----------------------------|--|---------------------------------|---------------------------------------|--|----------------------------|---|--------------------------------------|---|---|---|---|---|--|
| | | HEAD | | | | | UPPER LIMBS | LOWER LIMBS | GENERAL | | | | | | |
| | | S C U L L | E A R S | E Y E S | F A C E | R E S P I R A T. T R A C K | H A N D S | A R M S | F E E T | L E G S | S K I N | A B D O M E N | WHOLE BODY | OTHER IDENTIFIED PART OF THE BODY AT RISK | |
| POSSIBLE HAZARDS | | | | | | | | | | | | | | | |
| MECHANICAL | FALLS FROM HEIGHTS | | | | | | | | | | | | | | |
| | BURNS – CUTS | | | | | | | | | | | | | | |
| | IMPACT – CRUSHING – ENTANGLEMENT | | | | | | | | | | | | | | |
| | VIBRATION | | | | | | | | | | | | | | |
| | SLIPS | | | | | | | | | | | | | | |
| ELECTRICAL | | | | | | | | | | | | | | | |
| THERMAL | HEAT-FLAMES | | | | | | | | | | | | | | |
| | COLD | | | | | | | | | | | | | | |
| RADIATION | NON IONISING | | | | | | | | | | | | | | |
| | IONISING | | | | | | | | | | | | | | |
| NOISE | | | | | | | | | | | | | | | |
| CHEMICAL | GASES-VAPOURS | | | | | | | | | | | | | | |
| | FUMES | | | | | | | | | | | | | | |
| | MISTS | | | | | | | | | | | | | | |
| | IMMERSION | | | | | | | | | | | | | | |
| | SPLASHES | | | | | | | | | | | | | | |
| GASES-VAPOURS | | | | | | | | | | | | | | | |
| BIOLOGICAL | HARMFUL BACTERIA | | | | | | | | | | | | | | |
| | HARMFUL VIRUS | | | | | | | | | | | | | | |
| | FUNGI | | | | | | | | | | | | | | |
| PROPOSED PERSONAL PROTECTIVE EQUIPMENT | | H E L M E T | E A R M U F F S | G O G G L E S | F A C E P R O T. | R E S P I R. D E V. | G L O V E S | P R O T. C L O T H I N G | F O O T W E A R | P R O T. C L O T H I N G | O I N T M E N T S | P R O T. C L O T H I N G | PROTECTIVE CLOTHING, PROTECTIVE EQUIPMENT AGAINST FALLS FROM A HEIGHT ETC | PROPER PROTECTIVE EQUIPMENT | |

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PART D. LEGISLATION - STANDARDS - REFERENCES

1. RELEVANT GREEK LEGISLATION

For more information and a further relevant investigation the web site is proposed: www.elinyae.gr



2. EUROPEAN EN STANDARDS RELEVANT TO THE PROPOSED PERSONAL PROTECTIVE EQUIPMENT (P.P.E.)

For more information and a further relevant investigation the following web sites are proposed: www.elot.gr, www.idec.gr/ppe, www.cenorm.be



3. SPECIALISED BIBLIOGRAPHICAL REFERENCES

