

Project Name

ACTIVITY– Security Access Control System Installation

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Serial No.	Sub-Activities	Hazards Identified (Generic & Task)	Risks Involved (People & Property)	Risk Rating			Control Measures	Residual Risk
				Severity	Probability	Initial Risk		
1.	Prepare work area	<ul style="list-style-type: none"> Unauthorized, untrained workers 	<ul style="list-style-type: none"> Cuts Abrasions 	2	A	L	<ul style="list-style-type: none"> TBT/DSTI shall be conducted by the foreman/ safety officer prior to work commencement. Task specific safety training to be provided. Authorized personnel to undertake the job. Daily safety inspection should be carried out and eliminate the hazard. 	Low (ALARP)
2.	Manual Handling	<ul style="list-style-type: none"> Incorrect lifting of loads Placing the object while fingers underneath. Slip/trip/fall (same level) 	<ul style="list-style-type: none"> Back Injuries Strain Musculoskeletal Injuries 	3	C	M	<ul style="list-style-type: none"> Use mechanical aids such as trolley etc. Mass of the load is more then to be equally Shared. Keep your fingers away from pinch point while placing the load. Materials shall not be carried through Pedestrian access. Area shall be illuminated with adequate lighting. 	Low (ALARP)
3.	Stacking and Storing	<ul style="list-style-type: none"> Unauthorized, untrained workers Material fall from height Improper stacking 	<ul style="list-style-type: none"> Cut and abrasion Damage to property 	3	B	M	<ul style="list-style-type: none"> All materials shall be stored below 2 meters height. No materials shall be stored at work place, only required quantity to be taken for the job. Personnel protective equipment must be worn at all time during the activity. (Helmet, shoe, vest, coverall, gloves, goggles, mask.) 	Low (ALARP)
4.	Use of Hand tools (screw driver, wire cutter, pulling spring, hammer)	<ul style="list-style-type: none"> Slip, trip and fall Damaged / worn out hand tools Flying objects Mushroom Heads Using incorrect type 	<ul style="list-style-type: none"> Fatigue Trigger finger Cuts and abrasions 	3	C	M	<ul style="list-style-type: none"> Defective tools should not be issued or used to perform the task, to be checked by store keeper Don't extend the spanner by using a pipe as an extension bar Hand tools shall be free from oil, grease & etc. Chisel's head shall have safety cap to avoid finger injury. Never use a file as a lever 	Low (ALARP)

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							<ul style="list-style-type: none"> • Never use a screw driver as a chisel • Use right tools for the job • Use eye/ face protection when there is flying materials hazard, wear gloves while required to protect the hands 	
5.	Use of power tools (Drill machine)	<ul style="list-style-type: none"> • Defective equipment • Electricity • Improper use of equipment • Poor maintenance • Untrained workers • Flying object • Noise and vibration • Dust 	<ul style="list-style-type: none"> • Hearing losses • Eye injury • Crushing • Back injury • Burns • Electrocution • Ringing in the ear / Deafness 	3	C	M	<ul style="list-style-type: none"> • PTW shall be applied and obtained prior to start, If spark producing activity is performed • Defective tools should not be issued or used to perform a task. • Operators must be having their training card. • Monthly inspection shall be carried out and tagged out by the electrician and record to be kept at the store. • Electrical connection shall be routed through ELCB only (Eg. 30ma). • Cable hangers shall be used to avoid the direct contact of power tools cable with the scaffolding members. • Don't lay the cables around the access way, it should be routed properly. • No joints shall be made in electrical cable. • Tools should be stored and maintained in good working condition. • Appropriate PPE Should be use (Goggles, Mask, Ear plug, Gloves, Shoe, Helmet, Overall, Vest) 	M (ALARP)
6.	Use of ladder/ scaffold	<ul style="list-style-type: none"> • Person/ material falling from height • Over reaching • Over loading • Obstructing the access way • Slippery or uneven surface • Overhead structure and cable 	<ul style="list-style-type: none"> • Sprain and strain • Fracture • Spinal cord damage • Musculoskeletal Injury • Fatality 	3	C	M	<ul style="list-style-type: none"> • The ladder should extend minimum one meter from the top for safe movement • Do not erect in slippery, uneven surface • Should be set up with a 4 vertical to 1 horizontal slope (4:1) • Step ladder must fully open and lock the devices as per manufacturer recommendations. 	Low (ALARP)

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							<ul style="list-style-type: none"> • Do not work from the top of two rungs of step ladders. • Remember the 3 point contact. • Certified / competent person only shall be erect the scaffolds. • Colour code system shall be implemented. • Do not stack materials on to the scaffold. • Visual inspection should be carried out before use (i.e., hand rails, toe board, on the platform and any opening are there). • Work at height is restricted during adverse weather condition. • Adequate lighting shall be provided while working at night. • Keep walkways free of obstacles, tools and equipment. • Safety harness shall be used above 2mtr height and anchored in above shoulder height at all time. 	
7.	Installation of access control system and accessories	<ul style="list-style-type: none"> • Untrained, unauthorized Workers • Material Fall • Unsafe posture • Slip, trip and fall 	<ul style="list-style-type: none"> • Cut and abrasion • Back Injuries • Fatigue • Musculoskeletal Injuries 	3	C	M	<ul style="list-style-type: none"> • Competent team shall be involved to execute the activities. • Work location shall be inspected by concerned supervisor / foreman. • Materials shall not be kept in walkways, edge of the opening. • Installation procedure shall be followed as per manufacturer recommendation. • Avoid over reaching the cables to reduce from strain and pain. • Proper communication to be maintained between the workers while doing the installation. • Maintain a good housekeeping policy to prevent from slip, trip, and fall hazards. 	Low (ALARP)

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							<ul style="list-style-type: none"> • Safe and obstruction free access for working personnel's shall be maintained at all time. • Close supervision to be done at all times • Emergency procedure shall be briefed to all personnel prior to start the activity. • Emergency evacuation plan shall be readily available according to site condition and briefed to the workforce prior to start. • Trained first aider, fire warden and emergency vehicle to be available at the site during the activity. • Emergency contact numbers shall be displayed at work location for easy communication. • PPE to be worn at all times(Gloves, goggles, mask, helmet, shoe, vest, overall) 	
8.	While working at night shift	<ul style="list-style-type: none"> · Poor illumination · Slip/trip/fall 	<ul style="list-style-type: none"> · Fatality · Cuts 	3	B	M	<ul style="list-style-type: none"> · Work notification shall be applied and obtained prior to start the night work from main contractor. · Sufficient illumination shall be provided. · Light post shall be secured to avoid fall. · Proper cable management system shall be followed · All materials shall be staged in proper manner without obstacles. 	Low (ALARP)
9.	Working in hot weather	<ul style="list-style-type: none"> • Heat Stress 	<ul style="list-style-type: none"> • Dehydration • Sunburn • Skin Cancer 	2	B	M	<ul style="list-style-type: none"> • Employees shall be trained about heat stress symptoms & first aid measures. • Isotonic drinks shall be provided. • Provide sufficient rest breaks based on the humidity & temperature conditions. • Heat stress management plan shall be developed and implemented during the activity. 	Low (ALARP)

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10.	Work Completion	<ul style="list-style-type: none"> • Poor housekeeping • Slip/trip/fall 	<ul style="list-style-type: none"> • Fire 	2	A	L	<ul style="list-style-type: none"> • General housekeeping, Remove all surplus and unwanted waste materials from the work place. • All necessary precautions will be adopted to prevent fire 	Low (ALARP)

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RISK MATRIX

					Probability				
					A	B	C	D	E
Severity	People	Assets	Environment	Reputation	Improbable 1 in 100,000 Years	Remote 1 in 10,000 Years	Occasional 1 in 1000 years	Probable 1 in 100 years	Frequent 1 in 10 years
5-Catstrophic	Multiple fatalities or permanent total disabilities	Extensive damage	Massive effect	International impact	<div style="text-align: right; padding-right: 10px;">High Risk</div> <div style="text-align: center; padding: 10px;">Medium Risk (ALARP)</div> <div style="text-align: left; padding-left: 10px;">Low Risk</div>				
4-Severe	Single fatalities or permanent total disabilities	Major damage	Major effect	National impact					
3-critical	Major injury or health effects	Local damage	Localised effect	Considerable impact					
2-Marginal	Minor injury or health effects	Minor damage	Minor effect	Minor impact					
1-Negligible	Slight injury or health effects	Slight Damage	Slight effect	Slight impact					

HIGH	3-E 4-C,D,E 5-B,C,D,E
MEDIUM	1-D,E 2-B,C,D,E 3-A,B,C,D 4-A,B 5-A
LOW	1-A,B,C 2A