



<b>Activity</b>		<b>Baseline Risk Assessment for a Specific Project</b>			
Risk Assessment Register Number		<b>RR-01</b>	Revision Status	<b>Revised on 2024/02/14</b>	
<b>Site Name:</b>		<b>Project Name</b>		<b>Start Date</b>	<b>End Date:</b>
Tender Purposes		New Development Additions & Alterations to Kuruman Taxi and Bus Rank Project		TBA	TBA
<b>BRIEF DESCRIPTION OF WORK/ACTIVITY</b>		<b>NEW DEVELOPMENT ADDITIONS &amp; ALTERATIONS TO KURUMAN TAXI AND BUS RANK PROJECT</b>			
Note.	When evaluating the recorded task, the consequence, likelihood is taken into account according to the rating factors as per annexure of the Safety, health. Environment and quality Risk Management System Procedure.				
<b>Less than 20</b> <b>Low Risk</b> • Perhaps tolerable as is.		<b>21 to 70</b> <b>Possible Risk</b> • Attention Required.	<b>71 to 150</b> <b>Substantial Risk</b> • Corrective Action Required.	<b>151 to 300</b> <b>High Risk</b> • Immediate corrective action required with high Management level input.	<b>More than 301-500.</b> <b>Substantial High Risk</b> • Consider Stopping the Activity. • Apply Corrective Actions Immediately.
		<b>More than 501-</b> <b>Very High Risk</b> • Stop Activity Immediately until Corrective Actions have been implemented.			

Frequency			Consequence								Likelihood		
Exposure Frequency	Description	Value	Severity rate description	Material damage	Business interrupt	Safety	Health	Environment	Public reaction	Value	Probability Likelihood	Guidelines	Value
Continuous	Never stops	10	Catastrophe 1	>150m	8 weeks	>5 Fatalities	May cause multiple deaths during short/long term exposure, > 200 employees exposed.	Closure of works/very high, can destroy (or render unfit) ground, groundwater and water.	International pressure for closure	400	Can be expected	High – One in 1-5 years	10
Regular	Daily	6	Catastrophe 2	>100m	6 weeks	2-5 Fatalities	May cause multiple deaths during short/long term exposure, 100-200 employees exposed.	Closure of plant/ High, can kill water and animal life.	National pressure	300	Probable	Moderate/High – One in 5-15 years	6
Frequent	Weekly	3	Catastrophe 3	>75m	4 weeks	Fatality	May cause multiple deaths during short/long term exposure, 40-100 employees exposed.	Fines.	Severe local and national reaction	100	Unlikely but possible	Moderate – One in 15-25 years	3
Sometimes	Monthly	2	Disaster	>50m	2 weeks	Multiple Disabling Injuries	Permanent health effects due to long term exposure of normal use and 1-40 employees exposed.	Prosecution by state departments/ High, can kill water life.	Local pressure	40	Reasonably unlikely	Low/Moderate – One in 25-50 years	1
Rare	A few per year	1	Very serious	>25m	1 week	Disabling Injuries	May cause irreversible/ reversible health effects, not permanent injury. Only 1 employee exposed.	Warning/Possible prosecution from state departments /Moderate, can harm plants, water & animals.	Local reaction	15	Very unlikely	Low – One in 50-100 years	0.5
Very Rare	Annual	0.5	Serious	>10m	2-6 days	Minor Injuries	Reversible health condition with subsequent complete recovery, but potentially disabling.	Complaints from public or state departments/ Low, can cause damage to the environment.	Minor local reaction	7	Unlikely/Remote	Very low – One in 100 years or more	0.2
No Exposure		0	Important	>2.5m	1-2 days	First aid Injuries	Cause readily reversible tissue damage, which disappear after exposure stops. Some discomfort.	Possible complaints/ Very low localized damage to environment, none to life.	Little reaction	3	Virtually impossible		0.1

			Notable	>250k	2 hours	None	No harm via exposure of normal use harmful only due to overwhelming doses in unusual conditions. Minor health effect. No lost time/complete recovery.	None, No hazard.	None	1			
<b>Steps to work out the Risk Factor ► F x C x L = RF</b>							<b>Types of Risks:</b>						
Note the following whether it is done weekly, daily, monthly etc. <b><i>Do the same in steps 2 and 3 as well.</i></b>							S = Safety H = Health E = Environment	DP = Damage to Property FL = Financial Loss PI = Project Interruptions					

REQUIRED AND EXISTING CONTROL MEASURES				Available		Adequate		REMARKS						
				Yes	No	Yes	No							
Scope of Work (logical steps on how task will be performed)				X		X								
Procedures: (Safe Work Procedures / Vendor Specifications)				X		X								
Training, Induction, Competency Certificates, Specific Training / Other Instructions				X		X								
Special permits required (specify): Wayleaves and Hot Work Permits					X			Only if required by the client!						
Equipment / Tool Registers / Others (specify)				X		X		All Required Registers related to the Scope of Work						
Other: Weekly Toolbox Talks				X		X								
BASIC PPE REQUIRED	Hardhat	Overall	Ear Protection	Dust Mask		Safety Glasses		Safety Boots	Gloves	Reflective Vests	Other			
	X	X	X	X		X		X	X	X				
ADDITIONAL REFERENCES TO TASK	Method Statement		MSDS's	Planned Task Observation			Safe Work Procedures		Daily Safety Task Instructions		Other			
	X		X	X			X							
ATTENDANCE REGISTER: FOR THE DISCUSSION OF THE RISK ASSESSMENT WITH SUB-ORDINATES:														
NAME:			SIGNATURE:			NAME:		SIGNATURE:			NAME:		SIGNATURE:	
1				13					25					
2				14					26					
3				15					27					
4				16					28					
5				17					29					
6				18					30					
7				19					31					
8				20					32					
9				21					33					
10				22					34					
11				23					35					
12				24					36					

Step No	Task / Equipment	Potential Hazards	Risks	Current Risk					Controls to Mitigate Risk	Residual Risk			
	List task/activity steps	Potential dangers that could cause harm. List the potential hazards	Potential Risks due to Hazard	Type of Risk	F	C	L	RF	It the risk is not tolerable, establish controls to mitigate/prevent	F	C	L	RF
<b>1. SITE ESTABLISHMENT</b> (Site Camp, Stockpile and Spoil Areas)													
1.1	Identifying Site Camp, Stockpile, Spoil areas.	<ul style="list-style-type: none"> <li>Incompetent or lack of experienced Management Team</li> </ul>	<ul style="list-style-type: none"> <li>Project Interruptions</li> <li>Financial Loss</li> <li>Legal Liability Claims</li> </ul>	PI FL	2	15	6	180	<ul style="list-style-type: none"> <li>Ensure that the management team consist of competent personnel.</li> <li>Check and verify qualifications.</li> <li>Confirm performance standards with previous employers.</li> </ul>	0.5	15	0.5	3.75
		<ul style="list-style-type: none"> <li>Incorrect placement of site camp, stockpile or spoil area.</li> <li>No permission.</li> </ul>	<ul style="list-style-type: none"> <li>Project Interruptions</li> <li>Financial Loss</li> <li>Legal Liability Claims</li> </ul>	PI FL	2	7	3	42	<ul style="list-style-type: none"> <li>Obtain permission from Local Authority and Community Leaders prior to establishing the site camp, stockpile or spoil area.</li> </ul>	0	1	1	0
		<ul style="list-style-type: none"> <li>No proper access.</li> <li>No access to services.</li> <li>Lack of space.</li> </ul>	<ul style="list-style-type: none"> <li>Project Interruptions</li> <li>Financial Loss</li> <li>Possible Damage to Property</li> </ul>	PI FL DP	1	7	3	21	<ul style="list-style-type: none"> <li>Ensure proper planning is done.</li> <li>Identify more than 1 possible area.</li> <li>Identify all required services.</li> <li>Compile a Site Layout Plan.</li> <li>Identify service connection points.</li> <li>Identify all Hazardous Areas.</li> <li>Identify access routes.</li> <li>Inspect all identified areas.</li> </ul>	0	1	1	0
1.2	Clearing of Site Camp, Stockpile and Spoil Areas	<ul style="list-style-type: none"> <li>Incorrect mobile plant used for the task.</li> <li>Unserviceable mobile plant.</li> <li>Inexperienced Mobile Plant Operators.</li> </ul>	<ul style="list-style-type: none"> <li>Damage to Property.</li> <li>Financial Loss</li> <li>Project Interruptions</li> </ul>	PI FL DP	2	3	3	18	<ul style="list-style-type: none"> <li>Compile a mobile plant and tool list required for the task.</li> <li>Do a pre-start inspection on all mobile plant daily.</li> <li>Check and verify Operator competencies.</li> </ul>	1	1	0.2	0.2
1.3	Stockpiling of removed topsoil.	<ul style="list-style-type: none"> <li>Incorrect placement of Berm-wall.</li> <li>Incorrect height</li> <li>Berm-wall not stable.</li> </ul>	<ul style="list-style-type: none"> <li>Project Interruptions during rainy season.</li> <li>Damming of water.</li> <li>Damage to Property</li> <li>Ground Erosion</li> <li>Possible minor injuries</li> </ul>	PI DP E S	1	3	3	9	<ul style="list-style-type: none"> <li>Check the slope of the area.</li> <li>Identify placement area.</li> <li>Inspect the area after clearing.</li> <li>Compact Berm-wall.</li> </ul>	0	1	0.5	0

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1.4	Placement/Erection of buildings and Site Layout.	<ul style="list-style-type: none"> <li>Incorrect placement/erection of buildings and site layout.</li> </ul>	<ul style="list-style-type: none"> <li>Unsafe walkways/driveways leading to interaction between humans and mobile plant.</li> <li>Possible Injuries</li> <li>Possible Damage to property.</li> <li>Project Interruptions.</li> </ul>	S DP PI	2	7	6	84	<ul style="list-style-type: none"> <li>Proper Planning of Site Layout.</li> <li>Identify Safe walkways and Driveways.</li> <li>Placement of facilities to be spaced correctly.</li> <li>Hazardous areas to be kept at a safe distance from common areas.</li> <li>Site plan to indicate all areas of activity (Smoking area, Emergency Assembly points, fire points, etc.).</li> <li>Placement/erecting of buildings must be supervised.</li> </ul>	0.5	3	1	1.5
1.5	Installation and Connecting of temporary Services (Electrical and Plumbing)	<ul style="list-style-type: none"> <li>Unsafe installation and connection of electricity.</li> <li>Leaking of water supply.</li> <li>Leaking or blockage of drainage system</li> </ul>	<ul style="list-style-type: none"> <li><b>Electricity:</b> <ul style="list-style-type: none"> <li>Electrocution</li> <li>Fire</li> <li>Minor to Major Injuries</li> <li>Possible Fatality(s)</li> </ul> </li> <li><b>Water Supply:</b> <ul style="list-style-type: none"> <li>Water Wastage</li> <li>Ground Erosion</li> </ul> </li> <li><b>Drainage:</b> <ul style="list-style-type: none"> <li>Environmental Hazard from waste water (Cleaning Chemicals).</li> <li>Contamination of under ground water reservoirs</li> <li>Damage to local flora</li> <li>Blocked drains can lead to Health-related problems for employees</li> <li>Attract insects</li> </ul> </li> </ul>	S E H	3	100	3	900	<ul style="list-style-type: none"> <li>Only used registered and accredited service providers for the installation and connection of temporary services.</li> <li>Check and Verify their credentials and obtain references</li> <li>Appoint the electrical services provider in accordance with . Regulation 24</li> <li>Obtain a Certificate of Compliance (COC) from the service providers.</li> <li>Ensure that the service providers work in strict accordance with the Occupational Health and Safety Act and Relevant Regulations.</li> <li>All installations and connections must be tested prior to usage.</li> <li>Inspections must be done 30 days after the installation/connection and again once every 6 months or after any related incident.</li> </ul>	0.5	3	0.5	0.75

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1.6	Provisioning of Ablution Facilities	<ul style="list-style-type: none"><li>• Insufficient quantity.</li><li>• Lack of hygiene</li><li>• Damaged Facilities</li></ul>	<ul style="list-style-type: none"><li>• Labor Unrest due to a lack of proper facilities.</li><li>• Health related problems due to a lack of hygiene</li></ul>	PI H	6	7	3	126	<ul style="list-style-type: none"><li>• Ablution Facilities must be provided as follows:<ul style="list-style-type: none"><li>- 1 Toilet for every 30 people per sex.</li><li>- 1 Shower for every 15 people per sex</li></ul></li><li>• Facilities must be cleaned daily or before each shift starts.</li><li>• A duty Roster must indicate the responsible person for each day.</li><li>• Mobile facilities must be serviced at least once a week.</li><li>• Facilities must not be further than 500 meters away from any point within the construction area</li></ul>	1	3	1	3
1.7	Performing tasks that requires the use of PPE during site establishment.	<ul style="list-style-type: none"><li>• Failure to use appropriate PPE.</li><li>• Inadequate PPE.</li><li>• Damaged or non-availability of PPE.</li><li>• A lack of proper training in the correct use of PPE.</li></ul>	<ul style="list-style-type: none"><li>• Multiple injuries, minor to major.</li></ul>	S	6	15	6	540	<ul style="list-style-type: none"><li>• Identify the required PPE.</li><li>• Enforce the use of PPE at all times during operation (PPE Policy).</li><li>• Ensure that there is proof that it's been issued and checked before use, for cleanliness and damage.</li><li>• Toolbox talks relating to the correct use of PPE must be done.</li><li>• Training must be provided for the safe use and maintenance of PPE.</li></ul>	6	3	1	18

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2. EMERGENCY PREPAREDNESS													
2.1	Firefighting	<ul style="list-style-type: none"><li>• Untrained Fire Fighters<ul style="list-style-type: none"><li>- Incorrect firefighting methods.</li><li>- Incorrect fire extinguisher used on a specific fire.</li></ul></li></ul>	<ul style="list-style-type: none"><li>• Fire not put out after the use of firefighting equipment.</li><li>• Spreading of a small fire</li><li>• Minor to major burn wounds.</li><li>• Smoke inhalation leading to raspatory failure.</li><li>• Possible Fatality(s)</li></ul>	DP S E	0.5	300	3	450	<ul style="list-style-type: none"><li>• Ensure that Firefighters are trained in firefighting methods and the use of firefighting equipment.</li><li>• Check and verify the competency certification of Firefighters.</li><li>• Firefighters to do annual refresher courses</li></ul>	0.5	3	0.5	0.75
		<ul style="list-style-type: none"><li>• Firefighting equipment not sufficient.</li><li>• Firefighting equipment not inspected or serviced in accordance with the regulations</li><li>• Firefighting equipment not working properly.</li></ul>	<ul style="list-style-type: none"><li>• Fire cannot be put out sufficiently (can cause flareups)</li><li>• Uncontrolled spreading of fire.</li><li>• Secondary fires.</li><li>• Minor to major burn wounds</li><li>• Smoke inhalation leading to raspatory failure.</li><li>• Possible Fatality(s)</li></ul>	DP S E	0.5	300	6	900	<ul style="list-style-type: none"><li>• Proper Planning before site establishment to identify all types of fires that may be caused.</li><li>• Correct placement of firefighting equipment with a secondary fire point with additional firefighting equipment (Sand, Water, etc.)</li><li>• Placement of firefighting equipment must be clearly marked and access must be unobstructed.</li><li>• High risk areas must be identified.</li><li>• Monthly inspection of firefighting equipment must be conducted and recorded.</li><li>• Annual servicing of firefighting equipment must also be recorded.</li></ul>	0.5	3	0.5	0.75



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2.2	Treatment of Minor injuries that may be sustained during the project.	<ul style="list-style-type: none"> <li>No Trained First Aider.</li> <li>No First Aid Equipment.</li> </ul>	<ul style="list-style-type: none"> <li>Infection of minor injuries.</li> <li>Sepsis</li> </ul>	S H	1	15	6	90	<ul style="list-style-type: none"> <li>Ensure that there is 1 Trained First Aider for the first 10 and thereafter every 50 employees onsite.</li> <li>Site manager to ensure adherence to legal requirements regarding first aid.</li> <li>Proof of training in first aid and refresher training is required.</li> <li>Check and verify the competency training of the appointed first aiders.</li> <li>First aid boxes must be kept up to date and inspected regularly and the records thereof kept as proof of inspection</li> <li>Depending on the area, ensure that suitable and sufficient first aid equipment is available for the type of injuries that may be sustained during the planned activities.</li> <li>Placement of First aid Equipment must be clearly marked and access must be unobstructed.</li> </ul>	0.5	15	0.5	3.75
2.3	Contacting of Emergency Services during an Emergency Situation	<ul style="list-style-type: none"> <li>No Emergency Preparedness Plan and Procedures in place or not communicated to the employees</li> <li>Non availability of contact details of Local Emergency Services.</li> </ul>	<ul style="list-style-type: none"> <li>Escalating of an emergency situation to a point of no control.</li> <li>Can lead to chaos.</li> <li>Minor to major injuries.</li> <li>Fatalities</li> <li>Damage to property and equipment.</li> </ul>	S DP	2	100	6	1200	<ul style="list-style-type: none"> <li>Contract Manager must ensure that a proper Emergency Preparedness Plan and Procedures are in place and is communicated to all employees.</li> <li>Emergency Team(s) must be identified in accordance with the plan and procedures must be practiced once a month.</li> <li>All Emergency Contact Details must be displayed conspicuously.</li> </ul>	0.5	15	1	7.5

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<b>3. GENERAL SITE ACTIVITIES</b>													
3.1	Transporting of Mobile Plant, equipment and Materials to site	<ul style="list-style-type: none"> <li>Incorrect method of transporting.</li> <li>Vehicle not suited for the purpose.</li> <li>Mobile Plant, equipment and materials not properly secured against movement.</li> <li>People and equipment or materials transported together.</li> </ul>	<ul style="list-style-type: none"> <li>Damage to Property.</li> <li>Minor to major injuries</li> <li>Possible Disabling injuries.</li> <li>Possible Fatality(s)</li> </ul>	DP S	6	100	6	3600	<ul style="list-style-type: none"> <li>A Company Vehicle and Mobile Plant Policy must be enforced.</li> <li>Policy must be communicated to all employees.</li> <li>Drivers must ensure that the vehicle used is designed to perform the task.</li> <li>Drivers and passengers must be held accountable for any contravention of the policy.</li> <li>Pre-start inspections must be done prior to each trip.</li> <li>Driver must ensure that all mobile plant, equipment and materials are properly secured against movement prior to departure.</li> <li>No mobile plant, equipment or material must be mixed.</li> <li>Employees may not be transported together with any mobile plant, equipment or materials</li> <li>Employees may only be transported with a vehicle designed for this purpose that provides secure seating.</li> </ul>	1	3	3	9
3.2	Loading and Offloading of material mechanically or by hand.	<ul style="list-style-type: none"> <li>Overloading of vehicle. <ul style="list-style-type: none"> <li>Vehicle can become uncontrollable during transit.</li> <li>Tire may burst.</li> <li>Possible accidents</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Damage to Property</li> <li>Minor to Major injuries.</li> <li>Possible Fatality</li> </ul>	DP S	2	300	3	1800	<ul style="list-style-type: none"> <li>Drivers must check the gross weight of the cargo prior to the loading thereof.</li> <li>Cargo must not exceed the allowable weight.</li> <li>Vehicle must be checked at the closest weighbridge.</li> <li>Drivers must ensure to keep below the speed limit when carrying a load</li> </ul>	1	7	3	21

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3.2	Loading and Offloading of material mechanically or by hand. (Continues)	<ul style="list-style-type: none"> <li>• Unsafe handling methods. <ul style="list-style-type: none"> <li>- Heavy Loads</li> <li>- Undistributed weight.</li> <li>- Incorrect lifting procedures</li> <li>- Insufficient number of personnel to perform the task</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Damage to Property</li> <li>• Minor to Major Injuries.</li> <li>• Short Term to Long Term Health Problems (Torn Ligament or muscles to Back Injuries).</li> </ul>	DP S	1	15	3	45	<ul style="list-style-type: none"> <li>• A sufficient number of personnel must be identified to perform the task.</li> <li>• Employees must be trained in proper lifting techniques.</li> <li>• The importance of lifting technics and weight distribution must be discussed during toolbox talks</li> <li>• Weight must be distributed evenly to prevent tipping.</li> <li>• When the weight is to heavy for two people, mechanical methods must be considered.</li> </ul>	0.5	3	1	1.5
3.3	Stacking and Storage of material and equipment including Hazardous Chemicals	<ul style="list-style-type: none"> <li>• Unsafe Stacking Methods.</li> <li>• Exceeding the prescribed stacking height.</li> <li>• Unstable foundation</li> <li>• Inadequate shelving</li> <li>• Lack of space.</li> </ul>	<ul style="list-style-type: none"> <li>• Damage to Property</li> <li>• Minor to Major Injuries</li> <li>• Possible engulfment/entrapment</li> <li>• Possible Fatality</li> <li>• Possible uncontrolled spillage of hazardous chemical.</li> <li>• Short term to long term Health problems due to exposure</li> <li>• Financial Losses</li> <li>• Possible Project Interruption</li> </ul>	DP S E H FL PI	1	100	3	300	<ul style="list-style-type: none"> <li>• Proper Stacking and Storage principal must be applied.</li> <li>• Stacking of item must be done in strict adherence to GRS 8.</li> <li>• Any shelving or support structure used must be of a sound design and be able to carry the weight exerted by the load.</li> <li>• A competent person must be appointed as a Stacking and Storage Supervisor in order to ensure complete compliance of the regulation.</li> <li>• Stacking of items must be done under supervision of the supervisor.</li> <li>• Removing any stacked item must always be done from the top.</li> <li>• Ensure that there is sufficient space between the tiers and easy access and egress is possible.</li> <li>• Never mix items of different shapes, sizes and weight.</li> <li>• Materials and equipment must be stored separately.</li> <li>• Hazardous and/or flammable chemicals must be stored in a separate secured storage facility.</li> </ul>	0.5	3	1	1.5

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<b>4. CONSTRUCTION AREA</b>													
4.1	Identifying and demarcating / marking the construction area	<ul style="list-style-type: none"> <li>Incorrect boundaries and site layout.</li> </ul>	<ul style="list-style-type: none"> <li>Project Interruptions</li> <li>Financial Loss</li> </ul>	PI FL	1	15	3	45	<ul style="list-style-type: none"> <li>Confirm site layout and boundaries during site handover, including reference markers and landmarks.</li> <li>Check all plans and ensure it corresponds with the actual site.</li> <li>Were possible erect a fence around the construction area</li> </ul>	0	1	1	0
4.2	Possible Relocation of Services	<ul style="list-style-type: none"> <li>Locating of existing underground services by hand.</li> <li>Exposure to excessive Dust</li> </ul>	<ul style="list-style-type: none"> <li>Damage to existing service supply.</li> <li>Minor to Major Injuries</li> <li>Possible electrocution</li> <li>Raspatory Problems</li> </ul>	DP S H	2	100	10	2000	<ul style="list-style-type: none"> <li>Have all affected services switched off and locked out before the task commences.</li> <li>Do not dig directly on top of the existing service but rather next to it</li> <li>Ensure that employees are issued with the correct PPE.</li> <li>Task to be done under the supervision of the Excavation</li> </ul>	0.5	3	3	4.5
		<ul style="list-style-type: none"> <li>Incorrect location of existing services</li> </ul>	<ul style="list-style-type: none"> <li>Project interruptions</li> <li>Financial Loss</li> </ul>	PI FL	3	2	3	18	<ul style="list-style-type: none"> <li>Obtain site surveys indicating the location of the services from the client.</li> <li>Use electronic detection</li> </ul>	0	1	0.1	0

Step No	Task / Equipment	Potential Hazards	Risks	Current Risk					Controls to Mitigate Risk	Residual Risk			
	List task/activity steps	Potential dangers that could cause harm. List the potential hazards	Potential Risks due to Hazard	Type of Risk	F	C	L	RF	It the risk is not tolerable, establish controls to mitigate/prevent	F	C	L	RF
4.2	Possible Relocation of Services (continue)	<ul style="list-style-type: none"> <li>• <b>Deep excavations:</b> <ul style="list-style-type: none"> <li>- No shoring</li> <li>- Incorrect placement of excavated material.</li> <li>- No access/egress route</li> </ul> </li> <li>• Rain</li> <li>• Nearby Activities that generate ground vibration</li> </ul>	<ul style="list-style-type: none"> <li>• Possible collapse of sides.</li> <li>• Engulfment/Entrapment of employees.</li> <li>• Minor to major injuries.</li> <li>• Possible Fatality(s)</li> </ul>	S	1	100	6	600	<ul style="list-style-type: none"> <li>• Appoint an Excavation Supervisor CR 13.</li> <li>• Check and verify the appointee's competency.</li> <li>• Excavations are to be done in accordance with . Regulation 13.</li> <li>• Depending on the ground stability and depth of the excavation, not all excavations need to be shored.</li> <li>• Excavated material must not be placed closer than 1 meter away from the edge.</li> <li>• Excavation must be inspected daily, after ground fall and after rain fall.</li> <li>• Egress points must be provided no further than 6 meters from any point within the excavation.</li> <li>• For a more extensive list of mitigation methods on deep</li> </ul>	0.5	3	3	4.5

Step No	Task / Equipment	Potential Hazards	Risks	Current Risk					Controls to Mitigate Risk	Residual Risk			
	List task/activity steps	Potential dangers that could cause harm. List the potential hazards	Potential Risks due to Hazard	Type of Risk	F	C	L	RF	It the risk is not tolerable, establish controls to mitigate/prevent	F	C	L	RF
4.3	Clearing and Grubbing using Graders	<ul style="list-style-type: none"><li>• Collision between Mobile Plant</li><li>• Excessive Dust</li></ul>	<ul style="list-style-type: none"><li>• Damage to Property</li><li>• Project Interruptions</li><li>• Minor to Major Injuries</li><li>• Possible Fatalities</li><li>• Possible Raspatory Problems</li></ul>	DP PI S	1	100	3	300	<ul style="list-style-type: none"><li>• Use only qualified operators.</li><li>• Check and verify Operator Competencies and Licenses.</li><li>• Mobile Plant must be equipped with amber lights and reverse hooters.</li><li>• Daily Prestart Inspections must be done.</li><li>• All deficiencies must be reported immediately to the construction manager.</li><li>• Dust Control methods must be implemented to reduce</li></ul>	0.5	3	1	1.5

## 5. CONSTRUCTION ACTIVITIES

### BULK EARTHWORKS Installation of Side Drains, Banks and Dykes

5.1	Digging trenches and Forming of Side Drains, Banks and Dykes	<ul style="list-style-type: none"> <li>Use of hand Tools (Picks, Shovels and Rakes) (Striking other employees)</li> <li>Incorrect Sloping and Compaction</li> <li>Collapsing Sides</li> <li>Engulfment/Entrapment</li> <li>Excessive Dust</li> </ul>	<ul style="list-style-type: none"> <li>Minor to Major Injuries</li> <li>Possible Fatality(s)</li> <li>Possible Respiratory Problems</li> </ul>	S H	1	100	3	300	<ul style="list-style-type: none"> <li>Ensure employees are issued with the correct PPE.</li> <li>Ensure correct spacing between employees (Not too Close to each other)</li> <li>Keep slope at a 45° degree angle.</li> <li>Compact slope at regular intervals (every 300 millimeter).</li> <li>Additional Excavated Material must be removed from the side of the excavation immediately.</li> <li>Implement Dust Control</li> </ul>	0.5	3	0.5	1.5
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Step No	Task / Equipment	Potential Hazards	Risks	Current Risk					Controls to Mitigate Risk	Residual Risk			
	List task/activity steps	Potential dangers that could cause harm. List the potential hazards	Potential Risks due to Hazard	Type of Risk	F	C	L	RF	It the risk is not tolerable, establish controls to mitigate/prevent	F	C	L	RF
<b>CONCRETE WORKS</b>													
Installation of Culverts, Prefabricated Culverts, Concrete Line Side Drains, Sub-Surface Drains, Concrete Kerbing, Channeling, Chutes and Downpipes													
5.2	Digging of trenches by hand.	<ul style="list-style-type: none"> <li>• Use of hand Tools (Picks, Shovels and Rakes) (Striking other employees)</li> <li>• Excessive Dust</li> </ul>	<ul style="list-style-type: none"> <li>• Minor to Major Injuries</li> <li>• Possible Fatality(s)</li> <li>• Possible Respiratory Problems</li> </ul>	SH	1	100	3	300	<ul style="list-style-type: none"> <li>• Ensure employees are issued with the correct PPE.</li> <li>• Ensure correct spacing between employees (Not to Close to each other)</li> <li>• Implement Dust Control Measures.</li> </ul>	0.5	3	0.5	1.5
5.3	Mixing of Concrete by Hand or Concrete Mixer	<ul style="list-style-type: none"> <li>• By Hand. <ul style="list-style-type: none"> <li>- No PEE or inadequate PPE</li> </ul> </li> <li>• Concrete Mixer <ul style="list-style-type: none"> <li>- No PPE or Inadequate PPE</li> <li>- Loose Clothing</li> <li>- Prolonged exposure to noise</li> </ul> </li> <li>• Excessive Dust</li> </ul>	<ul style="list-style-type: none"> <li>• Skin Irritation.</li> <li>• Minor to Major Injuries</li> <li>• Noise Induced Hearing Loss</li> <li>• Respiratory Problems</li> </ul>	SH	3	40	6	720	<ul style="list-style-type: none"> <li>• Ensure employees are issued with the correct PPE.</li> <li>• The employee operating the concrete mixer must not wear any loose hanging clothes.</li> <li>• Implement Dust Control Measures.</li> </ul>	1	3	1	3
5.4	Delivery of Pre-Mixed Concrete with a Mixing Truck	<ul style="list-style-type: none"> <li>• Employee being Struck by Mixing Truck</li> <li>• Over Pouring of Concrete</li> <li>• Splashing of Concrete</li> </ul>	<ul style="list-style-type: none"> <li>• Minor to Major Injuries</li> <li>• Spillage of product</li> <li>• Skin Irritation</li> <li>• Eye Injuries</li> </ul>	SH	2	15	6	180	<ul style="list-style-type: none"> <li>• Employees to remain at a safe distance when the truck arrives.</li> <li>• Pouring must be controlled by the operator.</li> <li>• All employees are to use the correct PPE including Gum Boots</li> </ul>	0.5	1	1	0.5

Step No	Task / Equipment	Potential Hazards	Risks	Current Risk					Controls to Mitigate Risk	Residual Risk			
	List task/activity steps	Potential dangers that could cause harm. List the potential hazards	Potential Risks due to Hazard	Type of Risk	F	C	L	RF	It the risk is not tolerable, establish controls to mitigate/prevent	F	C	L	RF
5.5	Using an Edge Cutter when installing Concrete Kerbs and Concrete Edge Beams	<ul style="list-style-type: none"> <li>Flying Debris</li> <li>Excessive Dust</li> <li>Prolonged Exposure to Noise</li> </ul>	<ul style="list-style-type: none"> <li>Eye Injuries</li> <li>Minor Injuries</li> <li>Noise Induced Hearing Loss</li> <li>Raspatory Problems</li> </ul>	S H	3	40	6	720	<ul style="list-style-type: none"> <li>Ensure employees are issued with the correct PPE.</li> <li>The employee operating the edge cutter must ensure that all other employees are at a safe distance before commencing with the activity.</li> <li>Implement Dust Control</li> </ul>	1	3	1	3
5.6	Using an excavator to dig Trenches for the installation of Pre-Fabricated Culverts, Channeling and Downpipes	<ul style="list-style-type: none"> <li>Interaction between mobile plant and humans.</li> <li>Mobile Plant operating against a slope.</li> <li>Incompetent Operator</li> </ul>	<ul style="list-style-type: none"> <li>Damage to Property</li> <li>Minor to Major Injuries</li> </ul>	DP S	2	40	3	240	<ul style="list-style-type: none"> <li>Demarcate the working area of the excavator.</li> <li>Check and Verify Operator Competency and License.</li> <li>Ensure that the excavator is on a stable surface and outriggers is firmly grounded before commencement of the activity</li> </ul>	1	3	1	3
5.7	Installing Pre-Fabricated Concrete Culverts Channeling and Downpipes	<ul style="list-style-type: none"> <li>Inter Action between Mobile Plant and Humans</li> <li>Incompetent Operator</li> <li>No Rigger</li> <li>Incorrect rigging Method</li> <li>Incorrect Rigging</li> </ul>	<ul style="list-style-type: none"> <li>Minor to Major Injuries</li> <li>Possible Fatality(s)</li> <li>Damage to property</li> <li>Damage</li> </ul>	DP S	3	100	6	1800	<ul style="list-style-type: none"> <li>Demarcate the working area of the Mobile Plant (Crane)</li> <li>Check and Verify the Competency of the Operator and Rigger</li> <li>Check the load capacity of the Crane</li> <li>Keep area clear of any unauthorized persons</li> </ul>	1	7	0.5	3.5
5.8	. of Culverts and Culvert Wing Walls (Concrete Pouring)	<ul style="list-style-type: none"> <li>Employee being Struck by Mixing Truck</li> <li>Over Pouring of Concrete</li> <li>Splashing of Concrete</li> </ul>	<ul style="list-style-type: none"> <li>Minor to Major Injuries</li> <li>Spillage of product</li> <li>Skin Irritation</li> <li>Eye Injuries</li> </ul>	S E H	2	15	6	180	<ul style="list-style-type: none"> <li>Employees to remain at a safe distance when the truck arrives.</li> <li>Pouring must be controlled by the operator.</li> <li>All employees are to use the correct PPE including Gum Boots</li> </ul>	0.5	1	1	0.5



Step No	Task / Equipment	Potential Hazards	Risks	Current Risk					Controls to Mitigate Risk	Residual Risk			
	List task/activity steps	Potential dangers that could cause harm. List the potential hazards	Potential Risks due to Hazard	Type of Risk	F	C	L	RF	It the risk is not tolerable, establish controls to mitigate/prevent	F	C	L	RF
5.9	Brick Works	<ul style="list-style-type: none"> <li>• Mixing of Mortar.</li> <li>• Incorrect Consistency of Mortar (Weak)</li> <li>• No PPE</li> <li>• Damaged or Inadequate PPE.</li> <li>• Damaged hand Tools.</li> </ul>	<ul style="list-style-type: none"> <li>• Financial Loss</li> <li>• Minor Injuries</li> <li>• Skin Irritation</li> <li>• Spillage.</li> </ul>	FL S H E	2	3	6	36	<ul style="list-style-type: none"> <li>• Supervisor must ensure that the correct mortar constancy is achieved with every mixed batch</li> <li>• Only competent bricklayers to be used for bricklaying.</li> <li>• Ensure that all employees are issued with correct PPE.</li> <li>• Mortar to be mixed in a mixing pan to prevent spillages and</li> </ul>	1	1	3	3
<b>6. EXCAVATION WORKS AND CUTTING AND FILLING (BULK EARTHWORKS)</b>													
6.1	Manual Excavations	<ul style="list-style-type: none"> <li>• Using of Hand Tools (striking of other employees)</li> <li>• Over exposure to the Sun</li> <li>• Unstable Soil</li> <li>• Collapsing of sides</li> <li>• Engulfment/Entrapment</li> </ul>	<ul style="list-style-type: none"> <li>• Minor to Major Injuries</li> <li>• Heat Exhaustion</li> <li>• Dehydration</li> <li>• Possible Fatality</li> </ul>	S H	3	15	3	135	<ul style="list-style-type: none"> <li>• Ensure that Employees are issued with the correct PPE.</li> <li>• Employees to be spaced correctly.</li> <li>• Ensure that sufficient drinking water is available.</li> <li>• Ensure that employees take sufficient rest breaks or work at alternate intervals.</li> <li>• All excavations to be done in accordance with . Regulation</li> </ul>	1	3	0.5	1.5
6.2	Mechanical Excavations	<ul style="list-style-type: none"> <li>• Incorrect Mobile Plant used.</li> <li>• Incompetent Operators</li> <li>• Interaction between mobile Plant and Humans</li> </ul>	<ul style="list-style-type: none"> <li>• Minor to Major Injuries</li> <li>• Damage to Property</li> </ul>	S DP	6	15	3	288	<ul style="list-style-type: none"> <li>• Demarcate the area of operation.</li> <li>• Keep unauthorized people out of the demarcated area.</li> <li>• Check and Verify the Operators Competency and License.</li> <li>• Operator to ensure that outriggers is placed firmly on a stable surface before the commencement of the activity</li> </ul>	2	1	1	2

Step No	Task / Equipment	Potential Hazards	Risks	Current Risk					Controls to Mitigate Risk	Residual Risk			
	List task/activity steps	Potential dangers that could cause harm. List the potential hazards	Potential Risks due to Hazard	Type of Risk	F	C	L	RF	It the risk is not tolerable, establish controls to mitigate/prevent	F	C	L	RF
6.3	Excavations (General)	<ul style="list-style-type: none"> <li>Excavations not demarcated.</li> <li>Unauthorized Access to excavations</li> <li>Open Excavations at Night</li> <li>Excavations not shored</li> <li>Unstable Ground</li> <li>Nearby activities causing ground vibrations</li> <li>Rain</li> </ul>	<ul style="list-style-type: none"> <li>People falling into excavations               <ul style="list-style-type: none"> <li>Minor to Major Injuries</li> <li>Possible Fatalities</li> </ul> </li> <li>Mobile Plant driving into open excavations               <ul style="list-style-type: none"> <li>Damage to Property</li> <li>Minor to Major Injuries</li> <li>Possible Fatalities</li> </ul> </li> <li>Engulfment/Entrapment               <ul style="list-style-type: none"> <li>Minor to Major Injuries</li> </ul> </li> </ul>	S DP	3	100	6	1800	<ul style="list-style-type: none"> <li>Appoint a Competent Excavation Supervisor.</li> <li>Check and Verify the competency.</li> <li>All excavations to be demarcated using orange netting of at least 1 meter high.</li> <li>Warning signs to be placed conspicuously when excavations are open at night.</li> <li>Excavations must be inspected before each shift, after ground fall and after rain.</li> <li>When required an excavation must be shored.</li> <li>All excavated material must be placed at least 1 meter away from the excavation.</li> <li>All excavations must be done in</li> </ul>	2	7	1	14
6.4	Cutting and Filling	<ul style="list-style-type: none"> <li>Incorrect Mobile Plant used for the activity.</li> <li>Working against a slope</li> <li>Unstable working Surface</li> <li>Land Slides</li> <li>Incompetent Operators of Mobile Plant</li> </ul>	<ul style="list-style-type: none"> <li>Damage to Property</li> <li>Project Interruptions</li> <li>Financial Loss</li> <li>Minor to Major Injuries</li> <li>Possible Fatality(s)</li> </ul>	DP PI FL S	2	400	6	4800	<ul style="list-style-type: none"> <li>Use only competent Operators with experience in cutting and filling activities.</li> <li>Check and verify Operator Competency and Licenses.</li> <li>Ensure that the correct mobile plant is used.</li> <li>Operators must do prestart check daily before the commencement of the activity.</li> <li>Operators must ensure that outriggers are placed firmly on a stable surface.</li> <li>No work after heavy rainfall</li> </ul>	1	3	3	9

Step No	Task / Equipment	Potential Hazards	Risks	Current Risk					Controls to Mitigate Risk	Residual Risk			
	List task/activity steps	Potential dangers that could cause harm. List the potential hazards	Potential Risks due to Hazard	Type of Risk	F	C	L	RF	It the risk is not tolerable, establish controls to mitigate/prevent	F	C	L	RF

## 7. MOBILE PLANT AND CONSTRUCTION VEHICLES

7.1	• Use of Mobile Plant and . Vehicles	<ul style="list-style-type: none"> <li>• Incompetent Operators</li> <li>• Working Areas not Demarcated.</li> <li>• Exceeding the Speed limit.</li> <li>• No safe driveways and walk ways</li> <li>• Smaller Vehicles not visible to the Operators of Big . Plant.</li> <li>• Unstable Working Surfaces</li> <li>• Unserviceable Mobile Plant.</li> <li>• Unsecure afterhours parking</li> </ul>	<ul style="list-style-type: none"> <li>• Damage to Property</li> <li>• Project Interruptions</li> <li>• Interaction between Mobile Plant and Humans</li> <li>• Possible Fatalities</li> <li>• Collision between moving vehicles and mobile plant</li> <li>• Sabotage</li> <li>• Theft</li> <li>• Unauthorized use</li> </ul>	DP PI	3	100	3	900	<ul style="list-style-type: none"> <li>• Appoint Competent Operators.</li> <li>• Check and Verify their competency and licenses.</li> <li>• Enforce a strict speed limit on site.</li> <li>• All smaller vehicles must be equipped with a Buggy Whip and Amber Flashing Light.</li> <li>• All . vehicles and Mobile Plant must be equipped with an amber flashing light and reverse hooter.</li> <li>• No work to be done after heavy rainfall</li> <li>• A Prestart Check must be done on all mobile Plant and Equipment Daily.</li> <li>• All deficiencies must be reported to the . Supervisor immediately.</li> <li>• All Mobile Plant and Equipment must be parked in a safe and secure area at night.</li> <li>• All buckets, scoops, forks or other appendixes to be in a lowered position.</li> <li>• Wheels and tracks must be choked.</li> <li>• All Mobile Plant and Equipment must be equipped with a Lockout Mechanism</li> </ul>	1	15	1	15
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## 8. FILLING MATERIALS.

Step No	Task / Equipment	Potential Hazards	Risks	Current Risk					Controls to Mitigate Risk	Residual Risk			
	List task/activity steps	Potential dangers that could cause harm. List the potential hazards	Potential Risks due to Hazard	Type of Risk	F	C	L	RF	It the risk is not tolerable, establish controls to mitigate/prevent	F	C	L	RF
8.1	Stockpiling and Breakdown of Filling Materials	<ul style="list-style-type: none"> <li>Mixing of different materials (Contamination).</li> <li>Piling of materials to high</li> <li>Collision between tipper trucks and mobile plant.</li> </ul>	<ul style="list-style-type: none"> <li>Project Interruptions</li> <li>Damage to property.</li> <li>Injury to employees.</li> </ul>		3	15	3	135	<ul style="list-style-type: none"> <li>Only trained competent employees must be used for the job, proof of competency must be available for viewing. Supervisor must oversee work throughout the entire process. Toolbox talks regarding the safe use and maintenance of hand tools must be done. All tools must be inspected prior to use and the records thereof must be available as proof of inspection</li> </ul>	3	7	3	63
<b>9. Installation of Razor mesh and Razor Coil</b>													
8.1	<ul style="list-style-type: none"> <li>Roll down fence and lift up onto straining wire and fix by using binding wire and hand tools.</li> </ul>	<ul style="list-style-type: none"> <li>Incompetence.</li> <li>Broken or damaged tools.</li> <li>Fence cutting employees.</li> </ul>	<ul style="list-style-type: none"> <li>Damage to property.</li> <li>Damage to equipment.</li> <li>Injury to employee.</li> <li>Poor workmanship (time loss, production loss and financial loss).</li> </ul>	S DP	3	15	3	135	<ul style="list-style-type: none"> <li>Only trained competent employees must be used for the job, proof of competency must be available for viewing.</li> <li>Supervisor must oversee work throughout the entire process.</li> <li>Toolbox talks regarding the safe use and maintenance of hand tools must be done.</li> <li>All tools must be inspected prior to use and the records thereof must be available as proof of inspection. Supervisor must ensure that all employees involved are using the correct PPE to avoid cuts.</li> </ul>	3	7	3	63

Step No	Task / Equipment	Potential Hazards	Risks	Current Risk					Controls to Mitigate Risk	Residual Risk			
	List task/activity steps	Potential dangers that could cause harm. List the potential hazards	Potential Risks due to Hazard	Type of Risk	F	C	L	RF	It the risk is not tolerable, establish controls to mitigate/prevent	F	C	L	RF
		<ul style="list-style-type: none"> <li>Snakes and spiders in the veld.</li> </ul>	<ul style="list-style-type: none"> <li>Injuries to employees from bites, and could be fatal.</li> </ul>	S	6	100	0.5	300	<ul style="list-style-type: none"> <li>Supervisor and employees must familiarize themselves with the wildlife within their area of work through a toolbox talk.</li> <li>Emergency numbers must be available for the immediate notification to emergency personnel regarding such incidents.</li> </ul>	6	40	0.5	120
8.2	<ul style="list-style-type: none"> <li>Roll down razor coil and lift up onto straining wire and fix by using binding wire and hand tools.</li> </ul>	<ul style="list-style-type: none"> <li>Incompetence.</li> <li>Broken or damaged tools.</li> <li>Razor wire cutting employees.</li> </ul>	<ul style="list-style-type: none"> <li>Damage to property.</li> <li>Damage to equipment.</li> <li>Injury to employee.</li> <li>Poor workmanship (time loss, production loss and financial loss).</li> </ul>	S DP	3	15	3	135	<ul style="list-style-type: none"> <li>Only trained competent employees must be used for the job, proof of competency must be available for viewing.</li> <li>Supervisor must oversee work throughout the entire process. Toolbox talks regarding the safe use and maintenance of hand tools must be done.</li> <li>All tools must be inspected prior to use and the records thereof must be available as proof of inspection.</li> <li>Supervisor must ensure that all employees involved are using the correct PPE to avoid cuts.</li> </ul>	3	7	3	63

Step No	Task / Equipment	Potential Hazards	Risks	Current Risk					Controls to Mitigate Risk	Residual Risk			
	List task/activity steps	Potential dangers that could cause harm. List the potential hazards	Potential Risks due to Hazard	Type of Risk	F	C	L	RF	It the risk is not tolerable, establish controls to mitigate/prevent	F	C	L	RF
		• Snakes and spiders in the veld.	• Injuries to employees from bites, and could be fatal.	S	6	100	0.5	300	• Supervisor and employees must familiarize themselves with the wildlife within their area of work through a toolbox talk. • Emergency numbers must be available for the immediate notification to emergency personnel regarding such incidents.	6	40	0.5	120

## 10. Housekeeping

9.1	<ul style="list-style-type: none"> <li>Housekeeping after completion of the job.</li> </ul>	<ul style="list-style-type: none"> <li>Removal of all domestic type waste to indicated / agreed area.</li> <li>Removal of all tools and equipment.</li> </ul>	<ul style="list-style-type: none"> <li>Environmental impact where waste is dumped.</li> <li>Damage to tools and equipment.</li> <li>Injuries to employees.</li> </ul>	S E DP	10	15	1	150	<ul style="list-style-type: none"> <li>Dumping site has been identified and all waste material to be taken there.</li> <li>Only domestic waste to be put on the identified dumping site.</li> <li>A toolbox or carry bag must be used when removing tools from site.</li> <li>Supervisor must oversee the entire process.</li> <li>A housekeeping checklist must</li> </ul>	3	7	1	21
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Name

Signature

Date

Safety Officer: (CR8(5)

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