

## CREW DETAILS

### IN AN EMERGENCY CALL:

<b>Crew Leader:</b>	<b>Project Phone Number:</b>
<b>Crew:</b>	

## PROJECT OVERVIEW

<b>Purpose of Project:</b>	<b>Date of Project:</b>
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**Benefit of Project:** Enhances the comfort and functionality of indoor spaces. | Facilitates customization and design flexibility for various environments. | Improves safety with slip-resistant and easy-to-clean surfaces. | Increases property value through professional flooring solutions. | Provides durable and aesthetically pleasing surface finishes. | Supports the longevity and maintenance of flooring materials.

## HAZARDS

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Chemical burns	Skin burns from acids or adhesives, eye damage from splashes	Enables use of strong bonding agents necessary for durable flooring.	Train workers in chemical handling, enforce PPE such as face shields and gloves, install emergency eyewash and rinse stations, and ensure MSDS are readily available on-site. <b>(ALL)</b>	Flooring installers, Chemical handlers	Before Measure: <b>High</b> After Measure: <b>Med</b>
Confined space entry	Asphyxiation, toxic gas exposure, restricted movement	Accesses restricted areas crucial for completing specific tasks.	Conduct risk assessments, ventilate confined spaces, use gas detectors, provide confined space entry training, and ensure standby personnel are available for emergencies. <b>(ALL)</b>	Flooring installers, Confined space workers	Before Measure: <b>High</b> After Measure: <b>Med</b>

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Exposure to hazardous substances	Chemical exposure, inhalation of fumes, skin contact with toxins	Ensures use of effective adhesives and chemicals necessary for high-quality results.	Store chemicals in labeled, secure areas; provide COSHH training; use appropriate PPE such as gloves, masks, and goggles; and install proper ventilation systems. Monitor air quality regularly and have spill kits on hand. <b>(ALL)</b>	Flooring installers, Chemical handlers	Before Measure: <b>High</b> After Measure: <b>Med</b>
Falling objects	Injury from tools or materials falling, struck-by incidents	Maximizes workspace efficiency without excessive caution in overhead work.	Secure tools and materials at height, install toeboards on scaffolds, enforce hard hat zones, and train workers on proper handling and storage of items. <b>(ALL)</b>	Flooring installers, Site workers	Before Measure: <b>High</b> After Measure: <b>Med</b>
Fire hazards	Fire outbreaks from flammable materials, ignition source accidents	Permits use of essential materials like adhesives without compromising safety.	Store flammable materials securely away from ignition sources, conduct fire drills, ensure fire extinguishers are readily available and inspected, and train workers on fire prevention and emergency protocols. <b>(ALL)</b>	Flooring installers, All site workers	Before Measure: <b>High</b> After Measure: <b>Med</b>
Hand tool injuries	Cuts, abrasions, punctures from tools, repetitive strain injuries	Allows precise work needed for professional flooring finishes.	Conduct regular tool maintenance and inspections, train workers on correct tool use, provide cut-resistant gloves, and enforce tool storage and handling policies. Replace damaged tools immediately. <b>(ALL)</b>	Flooring installers, Laborers	Before Measure: <b>High</b> After Measure: <b>Med</b>
Inadequate emergency preparedness	Slow response to accidents, increased injury severity	Allows work in environments with manageable risks while ensuring quick response to unforeseen incidents.	Conduct regular emergency drills, provide workers with clear evacuation plans, ensure escape routes are accessible, and equip the site with emergency alarms and communication systems. <b>(ALL)</b>	Flooring installers, All site workers	Before Measure: <b>High</b> After Measure: <b>Med</b>
Manual handling injuries	Musculoskeletal injuries, back strain, sprains	Allows for flexibility in working in areas where mechanical aids may not fit, ensuring continued progress.	Provide detailed training on ergonomic lifting techniques, ensure mechanical aids (e.g., hoists, dollies) are available and maintained, establish team-lifting protocols, and pre-plan workflows to minimize manual material handling. <b>(ALL)</b>	Flooring installers, Supervisors	Before Measure: <b>High</b> After Measure: <b>Med</b>

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Overloading work surfaces	Surface collapse, material spills, accidents from instability	Maximizes workspace utility without compromising safety.	Assess load limits of surfaces, distribute materials evenly, avoid stacking heavy items too high, and conduct regular checks for surface stability. Train workers on safe stacking procedures. <b>(ALL)</b>	Flooring installers, Supervisors	Before Measure: <b>High</b> After Measure: <b>Med</b>
Power tool accidents	Tool malfunctions, electrical hazards, entanglement injuries	Speeds up completion of large-scale projects with minimal manual effort.	Use tools with built-in safety mechanisms, conduct electrical PAT testing, provide training on operation and maintenance, enforce PPE usage, and establish clear zones for tool operation to prevent distractions. <b>(ALL)</b>	Flooring installers, Power tool operators	Before Measure: <b>High</b> After Measure: <b>Med</b>
Puncture wounds	Injuries from nails, screws, or sharp tools	Enables use of necessary tools and materials like nails for securing flooring.	Enforce the use of durable footwear with puncture-resistant soles, provide clear disposal containers for nails or screws, and educate workers on safe handling of sharp objects. <b>(ALL)</b>	Flooring installers, Laborers	Before Measure: <b>High</b> After Measure: <b>Med</b>
Sharp edges and splinters	Cuts, puncture wounds, infections	Allows handling of raw materials crucial for flooring preparation.	Inspect materials for hazards, provide workers with cut-resistant gloves, sand sharp edges before handling, and enforce proper disposal of splinters or debris. <b>(ALL)</b>	Flooring installers, Laborers	Before Measure: <b>High</b> After Measure: <b>Med</b>
Slips, trips, and falls	Slips on wet surfaces, trips over debris, falls from height	Enables quick transitions between tasks in dynamic environments.	Conduct regular site inspections, clear debris promptly, secure loose flooring materials, use anti-slip mats or coverings, and ensure workers wear slip-resistant footwear. Clearly mark hazards with visible signage. <b>(ALL)</b>	Flooring installers, Site workers	Before Measure: <b>High</b> After Measure: <b>Med</b>

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Unsafe structures	Structural collapses, falls, equipment failure	Allows for progress on renovation or repair projects where partial instability is expected, reducing delays while maintaining safety.	Conduct structural integrity assessments before starting work, use temporary supports or shoring where necessary, enforce restricted access to dangerous areas, and train workers to recognize and report structural hazards. Ensure all work complies with building regulations. <b>(ALL)</b>	Flooring installers, Structural engineers	Before Measure: <b>High</b> After Measure: <b>Med</b>
Vehicular accidents on-site	Collisions between vehicles and workers, overturned machinery	Facilitates efficient movement of heavy materials without manual labor.	Designate separate pedestrian and vehicle pathways, enforce speed limits, train drivers, and provide high-visibility clothing to workers. Regularly inspect vehicles for safety compliance. <b>(ALL)</b>	Flooring installers, Drivers, Site workers	Before Measure: <b>High</b> After Measure: <b>Med</b>
Working at height	Falls from ladders or scaffolding, dropped tools	Facilitates access to hard-to-reach areas necessary for repair or preparation.	Ensure stable scaffolding or ladders, provide fall protection equipment (e.g., harnesses), train workers on safe practices, and conduct pre-work inspections of equipment. <b>(ALL)</b>	Flooring installers, Supervisors	Before Measure: <b>High</b> After Measure: <b>Med</b>
Allergic reactions	Exposure to allergens causing respiratory or skin reactions	Allows use of specific materials needed for aesthetic or durability purposes.	Identify allergens in materials, substitute with hypoallergenic alternatives where possible, enforce PPE use, and have first aid resources ready for emergencies. <b>(ALL)</b>	Flooring installers, Workers with allergies	Before Measure: <b>Med</b> After Measure: <b>Low</b>
Electric shock	Contact with live wires, faulty electrical equipment, wet conditions	Enables use of specialized electrical tools in situations requiring precision.	Ensure all electrical tools are PAT tested, install ground fault circuit interrupters (GFCIs), check cords for damage, avoid using electrical tools in wet areas, and train workers on electrical safety procedures. <b>(ALL)</b>	Flooring installers, Electricians	Before Measure: <b>High</b> After Measure: <b>Low</b>

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Exposure to dust	Respiratory issues, eye irritation, long-term lung damage	Allows for sanding and grinding tasks critical to a smooth finish.	Implement dust suppression techniques (e.g., wet cutting), use industrial vacuum systems, enforce wearing of respirators, and ensure proper disposal of dust to prevent secondary exposure. <b>(ALL)</b>	Flooring installers, Laborers	Before Measure: <b>Med</b> After Measure: <b>Low</b>
Exposure to extreme temperatures	Heatstroke, hypothermia, dehydration	Allows projects to continue in diverse weather conditions, minimizing delays.	Schedule work during cooler parts of the day, provide shaded rest areas and hydration stations, and equip workers with weather-appropriate clothing. <b>(ALL)</b>	Flooring installers, All site workers	Before Measure: <b>Med</b> After Measure: <b>Low</b>
Eye injuries	Foreign objects in eyes, chemical splashes, UV exposure	Allows handling of tasks involving cutting or mixing materials safely.	Enforce safety goggle use, install machine guards, and train workers to recognize hazards from flying debris or chemical splashes. Provide first aid kits with eye wash. <b>(ALL)</b>	Flooring installers, Machine operators	Before Measure: <b>Med</b> After Measure: <b>Low</b>
Fatigue-related mistakes	Decreased attention, increased error rates, slower reaction times	Maintains productivity while acknowledging the physical demands of flooring tasks.	Schedule work shifts to avoid overexertion, ensure access to rest areas, provide hydration and nutrition options, and encourage workers to report fatigue before it leads to errors. <b>(ALL)</b>	Flooring installers, Supervisors	Before Measure: <b>Med</b> After Measure: <b>Low</b>
Improper tool storage	Tripping hazards, tool damage, unauthorized tool use	Maintains a safe and organized workspace, reducing time wasted searching for tools.	Designate specific storage areas for tools, implement an inventory system, train workers on proper storage practices, and ensure all tools are returned to their assigned spots. <b>(ALL)</b>	Flooring installers, Supervisors	Before Measure: <b>Med</b> After Measure: <b>Low</b>
Inadequate communication	Misunderstandings, delayed responses to hazards, coordination failures	Ensures efficient teamwork and task coordination on busy sites.	Use two-way radios or hand signals in noisy environments, provide pre-shift briefings, ensure clear signage, and establish a communication protocol for emergencies. <b>(ALL)</b>	Flooring installers, Supervisors	Before Measure: <b>Med</b> After Measure: <b>Low</b>

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Inadequate lighting	Poor visibility leading to accidents, eye strain	Enables extended working hours when daylight is insufficient.	Install sufficient lighting for the work area, use portable lamps for localized illumination, and inspect lighting equipment regularly. Schedule tasks requiring precision during daylight hours. <b>(ALL)</b>	Flooring installers, Supervisors	Before Measure: <b>Med</b> After Measure: <b>Low</b>
Inadequate ventilation	Accumulation of toxic fumes, respiratory issues	Permits work in enclosed spaces while minimizing health risks.	Use fans or exhaust systems, open windows and doors where possible, monitor air quality, and enforce PPE like respirators when ventilation is insufficient. <b>(ALL)</b>	Flooring installers, All site workers	Before Measure: <b>Med</b> After Measure: <b>Low</b>
Knee and back strain	Chronic pain, musculoskeletal disorders, reduced mobility	Enables close, precise work on flooring surfaces.	Provide ergonomic equipment such as kneepads, encourage frequent movement and breaks, and train workers in correct postures for working at floor level. Rotate tasks to avoid repetitive strain. <b>(ALL)</b>	Flooring installers, Laborers	Before Measure: <b>Med</b> After Measure: <b>Low</b>
Lack of first aid resources	Delayed treatment of injuries, increased severity of accidents	Reduces downtime and builds confidence among workers to address minor injuries on-site.	Train workers in basic first aid, ensure kits are fully stocked and accessible, and designate first aiders on-site to provide immediate assistance during incidents. <b>(ALL)</b>	Flooring installers, All site workers	Before Measure: <b>Med</b> After Measure: <b>Low</b>
Lone working	Delayed emergency response, increased vulnerability to accidents	Allows flexibility for off-peak work or smaller tasks to be completed independently, enhancing project efficiency.	Implement a buddy check-in system, ensure lone workers have access to two-way communication devices, conduct risk assessments specific to lone tasks, and limit lone work to low-risk activities. Provide clear emergency procedures and ensure workers are trained to handle incidents alone. <b>(ALL)</b>	Lone workers, Supervisors	Before Measure: <b>Med</b> After Measure: <b>Low</b>

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Noise-induced hearing loss	Prolonged exposure to high noise levels, hearing damage	Allows use of powerful tools that improve efficiency and precision.	Implement noise assessments, provide hearing protection (e.g., earplugs, earmuffs), rotate workers to limit prolonged exposure, and maintain equipment to minimize excessive noise. <b>(ALL)</b>	Flooring installers, Machine operators	Before Measure: <b>Med</b> After Measure: <b>Low</b>
Other contractors on-site	Coordination conflicts, accidents due to overlapping activities	Encourages collaborative efforts and allows multiple trades to work concurrently, speeding up overall project timelines.	Conduct coordination meetings to define roles and responsibilities, establish clear communication protocols, create demarcated zones for specific activities, and ensure each contractor follows site safety rules. Assign a site supervisor to oversee compliance. <b>(ALL)</b>	Flooring installers, Other contractors	Before Measure: <b>Med</b> After Measure: <b>Low</b>
Overexertion during material handling	Muscle strains, fatigue, dehydration	Encourages consistent workflow by balancing productivity with physical capacity.	Use mechanical aids like dollies or carts, divide loads into manageable sizes, provide worker training on pacing, and ensure hydration to prevent fatigue during handling tasks. <b>(ALL)</b>	Flooring installers, Laborers	Before Measure: <b>Med</b> After Measure: <b>Low</b>
Repetitive strain injuries	Carpal tunnel syndrome, tendonitis, muscle fatigue	Encourages skill development in specialized tasks requiring repetition.	Rotate tasks to prevent repetitive motion, provide ergonomic tools, and schedule breaks to rest overused muscles. Conduct training on proper posture and technique to reduce strain. <b>(ALL)</b>	Flooring installers, Laborers	Before Measure: <b>Med</b> After Measure: <b>Low</b>
Unpredicted risks	Illness, injury, death		Continuous risk monitoring conducted by all staff. Any unforeseen hazards must be reported promptly to supervisors or management, with immediate corrective action taken as necessary. <b>(ALL)</b>	All	<b>N/A</b>

## NOTES

**Extra notes & activity evaluation:**

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**Completed by**

**Reviewed/Approved by**

**Risk Assessment Date**

**Review Required Date**