



## RISK ASSESSMENT

<b>Assessor</b>		<i>Water Lane URC</i>			<b>Date</b>	<i>8.10.25</i>		
<b>Description</b>		<i>Use of Electrical Equipment</i>			<b>Review period</b>	<i>12 months</i>		
<b>Task</b>	<b>Hazard</b>	<b>Risk</b>	<b>Persons at risk</b>	<b>Risk Level (L x C)</b>	<b>Control measures</b>	<b>Residual Risk Level (L x C)</b>	<b>Action by</b>	<b>Date to be completed</b>
Changing light bulbs and lamps  Re-wiring plugs	Electric shock	Death, burns	Maintenance staff, church members and visitors	4 x 5 =20	<ul style="list-style-type: none"> <li>Only authorised persons to undertake electrical work.</li> <li>Authorised persons to be competent.</li> <li>Lights to be isolated (switched off) from any power sources.</li> <li>Isolation switches 'locked off' and/or to be signed indicating persons working on the system.</li> </ul>	2 x 5 = 10	Church Elders	Immediately
Over-loading plug sockets, trailing extensions and 'block' adaptors	Fire	Death, burns, asphyxia	Maintenance staff, church members and visitors	4 x 5 = 20	<ul style="list-style-type: none"> <li>Check before using equipment for the following danger signs: <ul style="list-style-type: none"> <li>- blackness or scorch marks around a socket or plug, or on an appliance,</li> <li>- damaged or frayed leads,</li> <li>- coloured wire inside leads showing at the plug or anywhere else,</li> </ul> </li> </ul>	2 x 5 = 10	All equipment users	Ongoing

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					<ul style="list-style-type: none"> <li>- melted plastic on appliance casings or leads.</li> <li>• Whilst the appliance is being used: <ul style="list-style-type: none"> <li>- a smell of hot plastic or burning near an appliance or socket,</li> <li>- sparks or smoke coming from a plug or appliance,</li> <li>- fuses that blow or circuit-breakers that operate for no obvious reason.</li> </ul> </li> </ul>			
Damaged wiring or plugs	Fire, electric shock	Death, burns, asphyxia	Maintenance staff, church members and visitors	$4 \times 5 = 20$	<ul style="list-style-type: none"> <li>• Portable Appliance Testing to be carried out at regular intervals in accordance with H&amp;S Policy.</li> <li>• Fixed Electrical Wiring Test to be carried out at least every five years.</li> </ul>	$2 \times 5 = 20$	Church Elders	Ongoing
Major electrical works	Fire, electric shock	Death, burns, asphyxia	Maintenance staff, church members and visitors	$3 \times 5 = 15$	<ul style="list-style-type: none"> <li>• Only suitably qualified electricians to undertake such work. Competencies to be checked and details recorded.</li> <li>• All work to be certified on completion.</li> </ul>	$2 \times 5 = 20$	Church Elders	Ongoing



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Use of electrical equipment (e.g. grass cutters, strimmers, vacuum cleaners, floor cleaners)	Electric shock	Death, burns, asphyxia	Maintenance staff, church members and visitors	4 x 5 = 20	<ul style="list-style-type: none"><li>Equipment to be visually checked prior to use by operator.</li><li>RCDs to be used on any equipment being operated in the outside or a damp environment.</li><li>Portable equipment to be regularly tested by a competent person.</li><li>Blockages or jams to be dealt with when the power has been switched off and appliance has been unplugged from the power source.</li><li>Replace 230v AC equipment where possibly with battery operated cordless appliances.</li></ul>	2 x 5 = 10	Church Elders	Ongoing
Name and position	A Booth - Elder	Signature				Date completed		8.10.25