T-shore Education

# Risk Assessment:

*Example for Instructor*

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**Module:**

**Bolt Tightening Techniques**

**Learning scenario:**

**Basic Bolt Tightening Techniques**

# General information

This document shall be used as a template for creating Risk Assessment and Safety Measure document for T-shore learning scenarios

This risk assessment document shall as a minimum include:

- mitigations for at least weather and safe evacuation procedures
- testification that the equipment and locations are safe and functional, as well as compliant with the requirements for the applicable learning scenario.

Document control

| Version | Date of issue | Author | Approved Management |
|---|---|---|---|
| **01** | 30.01.2025 | Krzysztof Komorowski | |

# Keys

| | |
|---|---|
| **Likelihood:** | **1=Highly unlikely; 2=Unlikely; 3=Possible; 4=Likely; 5=Certain** |
| **Severity:** | 1=No injury; 2=Minor injury; 3=Medical treatment; 4=Injury with lost working time; 5=Major injury/ fatality |
| **Risk:** | Likelihood x Severity |

# Risk categorisation

| | |
|---|---|
| Low: 1-5, Green | Tolerable low risk |
| Medium: 6-11, Yellow | Monitor, control and maintain strict control measures |
| High: 12-25, Red | Stop activity! Reassess and apply new control measures to reduce risk to an acceptable level (bellow 11)! |

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# Risk and control measures

| Potential hazards | Who is affected? | Risk | Rating | | | Control Measures to minimise risk | Residual (new) rating | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | A | x B | = C | | A | x B | = C |
| | | | Likelihood | Severity | Risk | | Likelihood | Severity | Risk |
| **Obstacles** | Participants / Instructor | Slips, trips & falls. | 3 | 2 | 6 | -Practical training areas must be kept clear of obstructions and the floor must be kept free from oil/chemical spills.<br>-Any spillages should be cleaned up immediately and cloths disposed of as according to the Hazardous waste policy.<br>-Any hazards such as trailing cables, defects to floor coverings and faulty lighting etc. should be reported immediately. | 1 | 2 | 2 |

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| **Lifting/ moving objects (manual handling)** | People involved handling the load | Injuries resulting from incorrect manual handling. | 2 | 4 | 8 | - Minimise the use of equipment that may pose hazard due to its weight or handling properties.<br>- Always following manual handling guidelines.<br>Any load more than 10 kg / 22 lb (e.g. rescue dummy) must be lifted with a mechanical aid. | 1 | 4 | 4 |
| **Moving mechanical parts, pinch points** | People close by<br>People who's PPE is close to the hazard | Fingers or other body parts getting pinched, injured.<br><br>-PPE or safety equipment may be damaged, resulting in further injuries respectively. | 3 | 4 | 12 | - Stay clear of moving parts, pinching points on the facility structures (doors, hatches, etc.),<br>- Any load handling that is not part of the relevant curriculum must be carried out by the qualified instructor.<br>Appropriate PPE must always be worn! | 2 | 4 | 8 |
| **Abrasive / sharp surfaces, edges** | - People who can contact hazardous surfaces. | - Cuts, abrasive injuries caused by sharp / abrasive surfaces.<br>PPE damage from sharp surfaces, resulting subsequent accidents and injuries. | 2 | 5 | 10 | - Regularly inspect and reassess the area for hazardous surfaces, to be able to mitigate them, or place appropriate control measures.<br>- Appropriate PPE, safety gloves and clothing to be worn. | 1 | 5 | 5 |

# Signatures

This document must carry the signature of at least two competent persons, usually one of the instructors and a person representing the legal owner of the on-site structure, prior to training delivery. The signature states that they understand and comply with the requirements.

| Position | Print Name | Signature | Date |
|---|---|---|---|
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