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| **Assessor** | Safety Security and Training for TNS | **Date** |  |
| **Description** | Slips, trips and falls | **Review period** | 12 months |

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| **Task** | **Hazard** | **Risk** | **Persons at risk** | **Risk****Level** **(L x C)** | **Control measures** | **Residual Risk Level****(L x C)** | **Action by** | **Date to be completed** |
| Walking on / across floors / ground. | Wet floors and spillages. | Slips, trips and falls, broken bones. | Staff, church members, visitors and contractors | 4 x 4 = 16 | * Provision of non-slip floors where appropriate.
* Ensure spillages are attended to immediately.
 |  1 x 4 = 4 | Church Elders | Immediately  |
| Walking on / across floors / ground. | Uneven or poor floor surfaces / changes in height of flooring. | Slips, trips and falls, broken bones. | Staff, church members, visitors and contractors | 4 x 4 = 16 | * Uneven flooring indicated with a warning sign.
* Change of height in flooring indicated with a warning sign.
* Maintenance of flooring kept to a high standard and repaired when broken
 |  1 x 4 = 4 | Church Elders | Immediately |
| Walking on / across floors / ground. | Obstructions located in thoroughfare. | Slips, trips and falls, broken bones. | Staff, church members, visitors and contractors | 4 x 4 = 16 | * Train staff and church members to place and store objects away from the thoroughfare.
* Good housekeeping to be maintained at all times.
* Refuse to be removed regularly to prevent build up.
* Bins to be provided at strategic points to ensure minimal waste deposited on floors.
 |  1 x 4 = 4 | Church Elders | Immediately |
| Walking on / across floors / ground. | Trailing cables. | Slips, trips and falls, broken bones. | Staff, church members, visitors and contractors | 4 x 4 = 16 | * Tying in of electrical cables and provision of trunking for permanent cables such as computer leads and peripheries
 |  1 x 4 = 4 | Church Elders | Immediately |
| Walking on / across floors / ground. | Poor lighting. | Slips, trips and falls, broken bones. | Staff, church members, visitors and contractors | 4 x 4 = 16 | * Permanent lighting needs to provide a minimum level of lux to sustain safe working conditions.
* Where this is not possible, additional temporary lighting should be provided.
 |  1 x 4 = 4 | Church Elders | Immediately |
| Walking on / across floors / ground. | Adverse weather conditions. | Slips, trips and falls, broken bones. | Staff, church members, visitors and contractors | 4 x 4 = 16 | * Provision of non-slip floors where appropriate.
* Ensure collecting rainwater / snow is attended to immediately.
* Wear non-slip shoes where appropriate.
* Lighting needs to provide a level of lux to sustain safe working conditions - or additional lighting should be provided.
 |  1 x 4 = 4 | Church Elders | Immediately |

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| Name and position |  | Signature |  | Date completed |  |