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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 |  |