

Project: Park House Isles of Scilly
 Project Number: 2606
 Design Stage: Stage 4
 Date: 07.08.2025
 Revision: P01
 Project Manager Name: Chris Hitchcock

Signed:

Chitchcock

HAZARD IDENTIFICATION and CONTROL FORM						
Item	Activity / Element	Potential Hazards	Risk Assessment (Low/Medium/High)	Alternatives Considered	Control Options Recommended / Installed	Applicable?
01	Alteration of existing structures and subsequent removal / modification of existing services during proposed works	Risk of electric shock during works. Risk of being struck by falling objects. Risk of exposure to dust and other irritants, corrosives, asbestos, etc. Risk of noise with potential damage to hearing Exposure to Asbestos and or AMC's.	Medium	None	Contractors to provide detailed method statements and programme for proposed refurbishment & demolition phases to enable M&E programme of works to be agreed. Ensure all mechanical and electrical works are completed prior to any refurbishment/demolition works starting where possible. All mechanical & electrical services to be made safe and areas to be signed off and certified by AP prior to demolition works. Contractor to provide and advise on the use of ear protection when required.	<input checked="" type="checkbox"/>
02	Asbestos	Exposure to Asbestos. The site will be empty and a construction site therefore any asbestoses to be managed by the principal contractor.	Medium	None	Asbestos survey and record information to be consulted by the Main Contractor. Additional Asbestos surveys to be undertaken as required where scope of existing survey information is not adequate. Asbestos to be carefully removed and disposed of in accordance with HSE Regulations and by an approved Contractor where required. Ensure updated Asbestos register is held on site to inform any further works.	<input checked="" type="checkbox"/>
03	Working with Hazardous materials	Exposure to irritants, corrosives, bio-chemicals, radiological agents, toxins, flammable materials, corrosive agents (e.g. contact with wet cement or use of solvent based paints and thinners and isocyanates).	Medium	Specify adhesives which have non-volatile solvents e.g. water-based adhesives. Specify water based low odour paints and finishes. Specify low irritant insulation materials. Specify installation processes that limit dust and particulates in the environment (e.g. dry cutting and on-site spraying).	Specify where practical and where maintenance and longevity of material are not affected. Contractor to provide and advise on the use of personal protective equipment. Refer to reference drawings and specification. Contractor to follow individual manufacturer's current installation and application instructions and data sheets.	<input checked="" type="checkbox"/>
04	Working in noisy environments.	Risk of damage to hearing and general disturbance to occupants.	Medium	None	Disruptive construction work to be carried out during engineering hours Contractor to provide and advise on the use of ear protection when required.	<input checked="" type="checkbox"/>
05	Tripping Hazards	Tripping or slipping on floor finishes or changes in level	Medium	None	Employ temporary floor coverings and external ramps and pathways Contractor to establish and follow Construction Code of Practice to ensure surrounding area is kept free of construction debris.	<input checked="" type="checkbox"/>
06	Work on restricted sites (refurbishments and extensions to existing buildings or sites that may be in use or undergoing concurrent works)	Restricted sites mean that different trades are working in close proximity to each other.	Medium	Barriers may be appropriate between different areas of simultaneous work.	Contractor to closely liaise with others prior to commencement of work for assurances (sole access) and guidance if required as to additional control measures if working alongside other works.	<input checked="" type="checkbox"/>

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07	Refurbishment, extension and demolition to existing buildings or sites that are occupied / in use	Risk of infringing exit routes causing delays/ confusion during emergencies.	Medium	<p>Contractor to provide detailed works plan designed to minimise potential access/egress issues.</p> <p>Coordinate with contractors likely to be on-site during works.</p> <p>Provide temporary emergency lighting, fire detection and fire signage as required during various construction phases.</p> <p>Restrict times of delivery of goods so as not to conflict with occupier operations and activities.</p> <p>Maintain fire escape routes and fire appliance to adjacent occupiers.</p>	<p>Contractor to confirm existing fire strategy with building occupants.</p> <p>Fire strategy to be revised with works plan to maintain fire escape routes and fire fighting access to areas of the site.</p> <p>Contractor to control site access and provide safe pedestrian access routes.</p> <p>Delivery times to be restricted to avoid busy periods.</p>	☑
08	Working on electrical systems	Risk of electrical shock / burns from exposure to live contacts	Medium	None	<p>Contractor to operate permit to work scheme for switch rooms and areas with live apparatus.</p> <p>Isolation and lock-out protocol to be used for all services which are live or could become live.</p> <p>All switch rooms to be locked when not in use.</p> <p>Access to be restricted to suitably trained and certified personnel.</p>	☑
09	Working on electrical systems in existing buildings	Non-standard colours. This installation has wiring colours to two versions of BS 7671	Low	None	<p>Access to be restricted to suitably trained and certified personnel all of whom have been appropriately warned of the existing insulation colours.</p> <p>Existing cabling due to be removed and all new cabling should be unified colours.</p>	☑
10	Access to be restricted to suitably trained and certified personnel all of whom have been appropriately warned of the existing insulation colours. Labels added to new/amended works only post-installation advising of wiring colours to version of BS 7671	Exposure to very high/low surfaces temperatures of pipework, liquids and other equipment associated with LTHW, chilled water and domestic hot water systems.	Medium	None	<p>Handling and installation of all equipment to be carried out by suitably trained and certified personnel.</p> <p>Contractor to beware that there may be pipework within service voids containing high, or very low temperature liquid/gas. Extra care required around any pipework.</p> <p>All operatives to be fully equipped with personal protective equipment</p>	☑
11	Sharp edges and ends.	Exposure to sharp edges and ends of plant and equipment that frequently occur on equipment and their supports.	Medium	None	<p>Handling and installation of all equipment to be carried out by suitably trained and certified personnel.</p> <p>All operatives to be fully equipped with personal protective equipment.</p>	☑
12	Projecting parts of equipment.	Contact with projecting parts of plant and equipment causing injury	Medium	None	<p>All high level and low-level projecting pipework and equipment shall be minimised by the final detailed co-ordination and working drawings produced by the Contractor.</p> <p>Equipment and pipework shall be laid out in a way to eliminate and projecting equipment or pipework.</p> <p>Any residual high level or low-level projecting equipment shall be made highly visible by the installation of warning signage.</p>	☑
13	Hot works.	Fire spread.	Medium	None	<p>A permit to work is to be issued for any personnel carrying out any hot works to inform the site manager of when and who is conducting the work and provide a record of all hot works on site.</p> <p>Hot works to be kept to a minimum and all hot works to be completed one hour prior to leaving site.</p>	☑

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14	Working at height.	Falling from height, risk of materials or other objects falling to below.	Medium	None	<p>All works at high level to be undertaken by means of a suitable and approved method of access.</p> <p>All scaffolding is to be signed off by a suitable qualified scaffolding engineer, inspected regularly.</p> <p>All high-level platforms are to be fitted with kick boards, handrails and fall arrest systems as required.</p>	<input checked="" type="checkbox"/>
15	Working on or around the site.	Risk of slips, trips and falls due to changes in levels and/or obstacles	Medium	None	<p>Ensure good light levels are maintained throughout the works. Employ temporary floor coverings if required. Employ Construction Code of Practice regarding placement and protection of temporary power cables if required. Contractor to establish and follow Construction Code of Practice to ensure surrounding area is kept free of construction debris.</p>	<input checked="" type="checkbox"/>
16	Working in/near service voids or ducts	Well's Disease	Medium	None	Contractor to provide appropriate PPE due to significant risk of contact with infected material (urine, blood, or tissue) from potentially infected rodents	<input checked="" type="checkbox"/>
17	Working within confined spaces.	Serious injury can occur from hazardous substances or conditions within the space or nearby (e.g. lack of oxygen) causing asphyxiation.	medium	None	Contractor to carry out a Risk Assessment and initiate appropriate working practices for the area of intended work	<input checked="" type="checkbox"/>
18	General 'Housekeeping'.	Slips, Trips and Fire	Medium	None	Contractor to carry out a Risk Assessment and initiate appropriate working practices for the area of intended work	<input checked="" type="checkbox"/>
19	Pre/Post work shift	Electrocution, burns, cuts	Medium	Temporary barriers (area barriers)	Temporary high level barriers (to prevent access to all services within service voids) to be fixed in place before the end of each work shift	<input checked="" type="checkbox"/>

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