**BOURNE PROPERTY MAINTENANCE LTD **

**RISK ASSESSMENT 1**

**General Cleaning**

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Assessor |  | Date |  |
| Name of Cleaning Operative |  | Date |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Operations | Risk Identified | Proposed Remedial Action | Applicable | Non Applicable |
| Machine CleaningScrubbing and Buffing | TrippingElectric shockBack strainSlipping on wet floor | Keep cable tidy, displaying cleaning in progress signs. Check equipment/cables daily for defaults. Make sure the switch is in the off position before plugging in.Move/operate equipment in correct fashion. Mop floor in correct fashion. Displaying cleaning in progress signs.  |  |  |
| Dusting and polishing | Back strainEye irritationInhalation | Do not over reach.Do not spray polish directly into air, always spray onto duster/cloth. |  |  |
| Manual handling of rubbish | CutsBack strain | Check for sharp objects, e.g glass/plastic.Do not overfill bags so they are heavy to lift. |  |  |
| Dry sweeping | Back strainEye irritationInhalation | Do not over reach.If very dusty wear eye protection.If very dusty wear a protective mask. |  |  |
| Pressure wash | Back strainEye damageSlipping on wet floorTripping | Do not over stretch.Wear eye protection.Wash floor at furthest point.Keep cables tidy. |  |  |

I have been given adequate training to use all of the above mentioned chemicals and machinery, And I understand this Risk Assessment.

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