

## **There are three tabs at the bottom of this worksheet**

Instructions tab is the one you are reading

### **Title Tab**

TITLE Tab is the front cover page of the Risk Assessment

Simply insert your Company Name, Date and Assessor name where indicated

Print the front cover once you have completed your Audit

Do not enter any data other than Company name, Date and Assessor - the data will copy from the risk assessment details

### **Audit Details Tab**

Read each section and answer the questions

Enter Data ONLY in the white coloured boxes for each question

Enter a score for each question as indicated

If the question is not applicable score it as max potential score

Enter comments in the comments box

Once complete simply print off both the Title Page and the Audit Details pages

Note you may need to change your printer settings

You have now completed your Health & Safety Risk Assessment

# Health & Safety Warehouse Safety Risk Assessment

Date

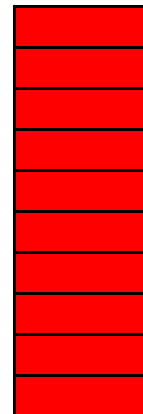
Company Name

Assessor

Performance Acceptable - no action required  
Performance marginal - ongoing action required  
Performance not acceptable - urgent action required



**Slips Trips and Falls**  
**Falling Objects**  
**Electrical Hazards**  
**Substance Related Hazards**  
**Machinery Hazards**  
**Fire Hazards**  
**Ventilation Hazards**  
**Manual Handling and Workstation Hazards**  
**Hygiene Hazards**  
**Accidents and First Aid**



Warehouse Risk Assessment

<p><b>Question</b> Make a judgement about your level of compliance against each question. Score 1 for marginal, Score 2 for mostly, score 3 for fully compliant</p>	<p>Potential Score</p>	<p>Score</p>	<p>% Performance</p>	<p>Comments</p>
<p><b>Slips Trips and Falls</b></p>				
<p>Are there any obstructions on the floor that could cause a slip trip or fall from stored materials, work pieces, storage bins, pallets, etc?</p>	<p>3</p>		<p>0</p>	
<p>Are there any obstructions on the floor that could cause a slip trip or fall from electrical equipment, such fan heaters, pressure cleaners, etc?</p>	<p>3</p>		<p>0</p>	
<p>Are there any obstructions on the floor that could cause a slip trip or fall from trailing leads supplying power tools, portable pumps, vacuum cleaners, etc?</p>	<p>3</p>		<p>0</p>	
<p>Are there any obstructions on the floor that could cause a slip trip or fall from loose mats and/or decking around loading equipment?</p>	<p>3</p>		<p>0</p>	
<p>Are there any obstructions on the floor that could cause a slip trip or fall from access routes blocked by general debris, waste bins, etc?</p>	<p>3</p>		<p>0</p>	
<p>Are there any obstructions on the floor that could cause a slip trip or fall from open access panels in the floor?</p>	<p>3</p>		<p>0</p>	
<p>Are there any obstructions on the floor that could cause a slip trip or fall from unguarded stairwells?</p>	<p>3</p>		<p>0</p>	
<p>Are there any obstructions on the floor that could cause a slip trip or fall from unguarded edges on ramps and loading bays?</p>	<p>3</p>		<p>0</p>	
<p>Are there any obstructions on the floor that could cause a slip trip or fall from uneven floors?</p>	<p>3</p>		<p>0</p>	
<p>Are there any obstructions on the floor that could cause a slip trip or fall from cleaner's equipment such as vacuum cleaners, floor polishers?</p>	<p>3</p>		<p>0</p>	
<p><b>30</b></p>	<p><b>0</b></p>	<p><b>0</b></p>	<p><b>0</b></p>	

Warehouse Risk Assessment

Question Make a judgement about your level of compliance against each question. Score 1 for marginal, Score 2 for mostly, score 3 for fully compliant	Potential Score	Score	% Performance	Comments
<b>Falling Objects</b>				
Are there any objects that could fall on people such as goods or tools on shelves and racking?	3		0	
Are there any objects that could fall on people such as unstable freestanding stacks of goods or materials?	3		0	
Are there any objects that could fall on people such as objects carried by overhead gantry or hoists?	3		0	
Are there any objects that could fall on people such as loose electrical or mechanical equipment: lighting, pipework, ventilation equipment, etc?	3		0	
Are there any objects that could fall on people such as loose ceiling tiles?	3		0	
Are there any objects that could fall on people such as ladders or access equipment?	3		0	
	18	0	0	
<b>Electrical Hazards</b>				
Is there any risk of persons receiving an electrical shock from loose or broken: sockets, switches, light fittings, conduits and trunking, etc?	3		0	
Is there any risk of persons receiving an electrical shock from worn, frayed or split cables or conduits?	3		0	
Is there any risk of persons receiving an electrical shock from missing lids on trunking and control panels?	3		0	
Is there any risk of persons receiving an electrical shock from trailing leads?	3		0	
Is there any risk of persons receiving an electrical shock from overloaded extension leads or multi socket adaptors?	3		0	

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Is there any risk of persons receiving an electrical shock from exposed cables into plugs, computer equipment, kettles, fan heaters, microwaves, food and drinks dispensers, etc?	3		0	
Is there any risk of persons receiving an electrical shock from exposed live parts of electrical switchgear: controls, motors, pumps, etc?	3		0	
Is any item of portable electrical equipment overdue for a portable appliance test (PAT)?	3		0	
Is any item of electrical equipment poorly or dangerously positioned?	3		0	
	27	0	0	

Warehouse Risk Assessment

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<b>Substance Related Hazards</b>				
Are there any substances used that could cause harm from contact or inhalation, such as cleaning or degreasing chemicals?	3		0	
Are there any substances used that could cause harm from contact or inhalation, such as solvents in inks, dyes, adhesives, paints, etc?	3		0	
Are there any substances used that could cause harm from contact or inhalation, such as dusts from powdered goods or supplies?	3		0	
Are there any substances used that could cause harm from contact or inhalation, such as smoke or exhaust fumes from vehicles or combustion processes?	3		0	
Are there any substances used that could cause harm from contact or inhalation, such as welding, brazing or soldering fumes?	3		0	
Are there any substances used that could cause harm from contact or inhalation, such as asbestos in fire retardant panelling, ceiling tiles or pipe lagging?	3		0	
Do the procedures for cleaning up organic and chemical substance spills need improving?	3		0	
Does the disposal of waste products from spills need improving?	3		0	
Are there any new substances being used since the last review?	3		0	
Has any staff member complained of any persistent or increasing allergic reactions: running nose or eyes, coughing, sneezing, itching skin, etc?	3		0	
	<b>30</b>	<b>0</b>	<b>0</b>	
<b>Machinery Hazards</b>				

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Is machinery installed and used in a safe manner to minimise danger to others, such as are there any moving or rotating parts of machinery that require guarding?	3		0	
Does existing machinery guarding need repair or replacement?	3		0	
Can goods or materials be ejected from moving machinery?	3		0	
Do you have to raise your voice above the working noise?	3		0	
Do workers require protection against the effects of vibrating tools or machinery?	3		0	
Can exposed hot surfaces burn skin if contact is made?	3		0	
Do airlines and/or compressed gas lines need repair or replacing?	3		0	
Can machinery move without warning?	3		0	
Has any new machinery been introduced since the last review?	3		0	
	27	0	0	

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<b>Fire Hazards</b>				
Are any flammable substances on or near sources of heat or direct sunlight?	3		0	
Are there any flammable substances that are not correctly stored in flameproof cupboards (solvents, adhesives, etc.)?	3		0	
Are there any potential for a flammable substance to be spilled onto sources of heat or electrical equipment?	3		0	
Are there any flammable waste materials in left waste bins overnight?	3		0	
Are there any covered convector heaters?	3		0	
Are there any chemicals that can react or spontaneously combust?	3		0	
Are there any oily paper towels or rags disposed of carelessly?	3		0	
	21	0	0	
<b>Ventilation Hazards</b>				
Is there insufficient ventilation, natural and forced?	3		0	
Is there a likelihood of fumes getting into the area caused by vehicles (lorries, fork-lift trucks, etc.)?	3		0	
	6	0	0	
<b>Manual Handling and Workstation Hazards</b>				
Do working positions pose a hazard that could cause muscular strains, such as poor lifting positions?	3		0	
Do working positions pose a hazard that could cause muscular strains, such as heavy or large and awkward materials?	3		0	
Do working positions pose a hazard that could cause muscular strains, such as bad posture over benches or conveyors?	3		0	



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Do working positions pose a hazard that could cause muscular strains, such as repetitive twisting or turning?	3		0	
Does any warehouse equipment show signs of damage or imminent collapse (desks, chairs, benches, shelving, steps, etc.)?	3		0	
	15	0	0	
<b>Hygiene Hazards</b>				
Do sanitary provisions require improving to reduce the risk of infection or contamination, such as hot water temperature requires raising to remove legionella risk (60°C)	3		0	
Do sanitary provisions require improving to reduce the risk of infection or contamination, such as toilet and hand basin cleaning requires improving?	3		0	
Do sanitary provisions require improving to reduce the risk of infection or contamination, such as improved hand washing and drying facilities?	3		0	
Do sanitary provisions require improving to reduce the risk of infection or contamination, such as the use of rubber gloves for personal protection?	3		0	
Does the provision of barrier creams and hand cleaners need to be improved	3		0	
	15	0	0	

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<b>Accidents and First Aid</b>				
Does accident treatment require improving?	3		0	
Is there a requirement for a (or additional) trained first aider?	3		0	
Do those trained as first aiders require refresher training? (required every 3 years)	3		0	
Do accident records need reviewing?	3		0	
Is there anything in the first aid boxes that is past its use by date?	3		0	
Are extra first aid boxes required?	3		0	
Are there any specific requirements for accident treatment?	3		0	
	21	0	0	

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