

Risk Assessment

1	Hotel: Holiday Inn Albarsha	Date: 29th Jan 2017
	Department/Location: Engineering	Assessor: Mukhtar Hussain

2	Outline the location / activity / work activity	<i>Water storage, Heating and distribution system</i>
Now go to 3		

3 Hazard											
	Building		Environmental		Substances		Biological/ Other		Equipment		Ergonomic
	Access	x	Cold		Alcohol		Animals - bites	x	Contact	x	Fatigue
	Car parks		Confined space	x	Asbestos		Animals - disease	x	Crushing	x	Hearing impaired
	Ceilings		Electricity	x	Chemicals	x	Body fluid	x	Display screens		Limited space
	Design	x	Explosion	x	Drugs		Micro-organisms	x	Ejection of material		Physical disability
	Doors - Main		Falls - from height	x	Dust	x	People - disease	x	Entanglement		Poor layout
	Drives		Falls - same level	x	Electricity		Plants	x	Entrapment	x	Poor posture
	Egress		Fire		Fibres		Contractors	x	Furniture		Poor seating
	Fire	x	First Aid	x	sFume	x	Lone working	x	Hand tools	x	Poor seating
	Floors	x	Hot	x	Gases	x	Manual handling	x	Impact		Repetitive tasks
	Grounds		Housekeeping	x	Liquid	x	Night worker	x	Ladders	x	Restricted sight
	High level work	x	Lighting	x	Mist	x	Pregnant worker		Lifts		Stress
	Kitchen	x	Noise		Nuisance dust	x	Stress		Mobile		Manual Handling
	Layout/ Set-up	x	Pressure	x	Sensitizers	x	Violence		Power tools		Emergency plans
	Motor rooms	x	Protruding items		Smoking		Young worker		Scaffolds		Leisure facilities
	Plant rooms	x	Slips	x	Solid		Insects	x	Storage	x	Staff facilities
	Public area		Trips	x	Vapour	x			Vehicles		
	Shared areas		Water quality	x					Vehicles routes		
	Stairs		Weather	x					Vibration	x	
Now go to 4											

4	<p>Provide details of the hazards identified</p> <p>How may people be harmed?</p>	<ul style="list-style-type: none"> • <i>Improper or unclear access can obstruct the working activities or to deal with emergencies.</i> • <i>Fire in this area can cause major damage to the property and lives.</i> • <i>Leakage of the water can cause damage to the floor and trip hazard.</i> • <i>Improper treatment or failure to the water treatment can cause food related disease through the food from kitchen</i> • <i>Improper lay out or set up can cause operational difficulty or future maintenance.</i> • <i>Waterborne diseases are caused by drinking contaminated or dirty water. Contaminated water can cause many types of diarrheal and water born disease.</i> • <i>Chemical pollutants, industrial waste deposits and toxic wastes can cause long-term health problems to humans</i> • <i>Polluted water is also a breeding ground for mosquitoes</i> • <i>Properly cleaned, well maintained, well lit plant room should be kept always. Physical injury can be occurred to the worker due to lack of the same.</i> • <i>Improper wires or poor electrical wiring can cause short circuit and major danger to the lives and property.</i> • <i>Improper pressure of the water flow or non functional air releasing valve can cause explosion of the tanks or pressure vessel.</i> • <i>Over hot water temperature can cause burn to the skin</i> • <i>Improper maintenance (Housekeeping) or failure into the frequent check of the water storage system can cause hazard.</i> • <i>Poor lighting can cause hazard in the water storage areas.</i> • <i>Noise in the distribution system can cause disturbance to the guest and damage to the system</i> • <i>Improper pressure can cause explosion hazard</i> • <i>Bad quality of the water will have health hazard</i> • <i>Improper dosing of chemical to the water storage tank will have health hazard.</i> • <i>Improper lock and cover can be drug, dust, animal disease, lone working , night worker, insect, etc has hazard</i>
Now go to 5		

5	Who will be affected	Employee	x	Guest	x	Contractor	x	Visitor	x
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Now go to 6

6	<p>Name the role or the individual(s) affected:</p>	<p><i>Employees, contractor working for water storage and distribution area and use of water. Guest and visitor by using the water for drinking or any other purpose.</i></p>
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Now go to 7

7	Potential severity	A	Likelihood of occurrence	B	Degree of risk A x B =
	Major	3	High	3	3X3=9
	Serious	2	Medium	2	
	Slight	1	Low	1	
Now go to 8					




8	Can one or more of the hazard(s) be completely eliminated?	
	No	Yes
	Now go to 9	End of assessment process. Record action ensuring all who could possibly be affected have been informed.

<p>9</p>	<p>List the existing control measures</p>	<ul style="list-style-type: none"> • <i>Excess to the storage tank is secured at all time to prevent unauthorised entry. Daily check is in place by engineering team and tanks are covered under 24x7 CCTV cameras.</i> • <i>Relevant staffs are trained in the safe use and storage of the water included the water testing practices and distribution system.</i> • <i>Building drainage system kept clear to avoid the blockage.</i> • <i>Contractors are signing the indemnity form while working for the storage tank or distribution areas.</i> • <i>CRT and ERT members are trained with basics to deal with emergencies procedures in case of failure to the water storage tank or leakage of the water.</i> • <i>Water tanks are cleaned semi annually by the third party company approved by Dubai Municipality and certificates are available.</i> • <i>Chemical dozing to maintain the water parameters on safe level are being tested by the trained staff on regular basis and from third Party Company on monthly basis.</i> • <i>Water analysis reports such as Legionella and microbiological are obtained by third party company on Quarterly basis and implementing the recommendation if given by Third Party.</i> • <i>Portable water test is being tested on daily basis</i> • <i>Swimming pool water test is taking place 4 times a day, bi monthly,5 chemical parameter and microbiological test once in two months. Reports are being submitted to DM portal on regular interval.</i> • <i>Shower head cleaning and disinfecting is taking place as per IHG and local authorities' standard.</i> • <i>Unused water taps are being flush & parched once in every week to 10 days.</i> • <i>On job training is being conducted for the relevant staff dealing with water management.</i> • <i>Hot water temperature maintained at 60C and cold water to the best level to avoid formation of the Legionella. Records are maintained on regular basis.</i> • <i>Legionella test certification is taking place once in every 3 month for different locations as per the local authorities' standard and IHG. Reports are being uploaded on DM website.</i> • <i>Debris and unwanted material are being disposed off regularly to keep the area clean.</i> • <i>Thorough inspection is being taking place once in every 6 month by competent person from the engineering department.</i> • <i>Adequate PPE is worn while carrying the tasks.</i> • <i>Concerned department are aware to report any fault in the distribution of water or any other danger to the water storage.</i> • <i>Use of rubber, leather, jointing compound, mastics, wooden packing and certain plastics must are avoided.</i> • <i>Regular disinfection and cleaning programme and procedures are in place. Water disinfection of the distribution system is taking place on 6 monthly basis by 3rd party approved company of DM.</i> • <i>Microbiological reports and Legionella test reports are shared on DM portal after the disinfection of water distribution system.</i> • <i>Proper chilled water treatment is taking place on regular basis by adding the chemical to maintain the safe water.</i> • <i>Hot water tanks flushing are taking place on bi monthly basis.</i> • <i>Fountain water is being tested on daily basis and records are maintained.</i> • <i>Media filter and softener system are maintained and tested on frequent basis to auto drain and manual. Cartridges of media filter replacement are taking place on timely basis.</i> • <i>Chemical report for potable water, chilled water and swimming pool water have been received by Corodex company on monthly basis as per the contract.</i> • <i>Contract in place for water tank storage cleaning, disinfection, biological report and chemical.</i> • <i>All valves on roof top are being serviced on monthly basis.</i> • <i>Schedule in place for water filter cartridge replacement and softener regeneration of Ice machines and coffee machine which is 6 monthly basis.</i> • <i>Maintenance records are maintained as and when taking place.</i> • <i>Single line diagram of water distribution system in place.</i> • <i>Two staffs are awarded with certificate of Legionella awareness.</i> • <i>Staffs are trained in manual handling and lone working.</i> • <i>Fire hose reel and sprinkler system test is taking place on weekly basis.</i> • <i>Confined and improper space will not allow the staff to rectify or repair the fault.</i> • <i>Proper wiring is done to avoid any short circuits in the electricity which can cause ignition source.</i> • <i>Cleaning of the plant room is taking place regularly according to the preventive maintenance schedule to avoid any kind of hazard in the area.</i> • <i>Lighting is maintained to avoid injury to the staff or contractor working in the area.</i> • <i>Prohibited smoking in the plant room and no naked lights are presence which can lead to an accident.</i> • <i>Provided fire extinguisher and detection system.</i> • <i>Prohibit the storage of flammable materials in the water storage areas.</i>
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Now go to 10

10	Are the existing control measures adequate?	
	No: Now go to 11	Yes: Now go to 12
11	Identify and list the additional control measures required for safe working using the following hierarchy: 1 Eliminate hazard 2 Reduce hazard 3 Remove employee from situation 4 Contain hazard 5 Reduce exposure	
Now go to 12		

12	Revise the degree of risk: 2x1	A x B = 2
	Now go to 13	

13	Risk assessment sheet completed	All who could possibly be affected have been informed/trained in controls	Action taken to minimise risks from this hazard was completed on
	Signed: Mukhtar 	Signed: Mukhtar 	Signed: Mukhtar 
	Date: 29th Jan 2017	Date: 29th Jan 2017	Date: : 29th Jan 2017

14	Degree of risk	Action must be taken	Risk
	9	Immediately	High
	6	Today	
	4	This week	Medium
	3	Revisit and/or revise control measures	
	2	Revisit and/or revise control measures	Low
	1	Review annually	
	0	Record assessment but take no further action	