

Dept / Sub-Unit / Unit / Formation:	203 Multi Role Medical Regiment	Assessor (No, Rank, Name):	24801730 Maj McGuffie
Activity (SSW) / Exercise (SST):	Site Risk Assessment	Assessor's signature:	
Generic or Specific Risk Assessment:	Generic	Assessment Date:	04 July 24
Relevant Publications / Pamphlets / Procedures:	A. ACSO 1200 B. JSP 375 Part 2 Vol 1 (Chaps) and Vol 3 (High Risk) C. JSP 317 Storage and Handling of Fuels, Lubricants and Associated Products. D. JSP 319 Safe Storage and Handling of Gases E. JSP 418 Management of Environmental Protection in Defence F. DSA 03. OME Part 2 Chap 12 Para 5.30: Amnesty Boxes for Ammunition & Explosives	Review Date for GRA (Step 5):	04 July 25

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				Young persons (Cadets) supervised from point of entry to departure after their training events by adult instructors. Adult instructors facilitate the access and egress of all cadets using the pedestrian gates only. Cadets are not to operate the vehicle gates under any circumstances. No vehicular access for parents dropping or collecting children from inside the site. Information communicated to the Cadet CoC and included in the MOA. Signed by lodgers occupying the site.									
2	Emergencies:	Gas leak Loss of Services Suspect package Fuel Spill Major Occurrence	Site personnel (mil and civil servants), visitors or site contractors or trespassers: Cuts abrasions, crush injuries thermal or chemical burns, being overcome by smoke suffocation, carbon monoxide poisoning, sprains, impact injuries, puncture wounds, fractures, becoming unconscious, property damage, building collapse. Or Environmental pollution incident.	Emergency procedures established and tested periodically, with evidence documented. Emergency "Actions on" displayed on the main SHEF noticeboard with recognised muster points. Signs posted at every fire point identifying general assembly points. Emergency exits identified, emergency lighting operable and maintained. Qualified FAW/ EFAW or appointed persons to support Sqn work patterns. Emergency contact details displayed (SHEF noticeboard) with emergency shut shown procedures, including locations and key holders.	1	3	3	Yes					QM/RQMS Ensure All personnel. are briefed and practised on the reaction to an emergency situation on an annual basis, with records kept.

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3	Fire	Inappropriate or negligent storage of products or Substances/	Site personnel (mil and civil servants), visitors or site contractors or trespassers	Fire Safety is managed by the appointed UFSM in liaison with the local DFRMO rep and RFCA. Fire training carried out annually under the direction of the UFSM (RSM), to include evacuation drills. (Documented in fire diary). Liaison with local brigade established - contact telephone numbers available in Duty/ SHEF Folder Alarms, appliances, emergency lighting checked and tested. (Documented in fire diary). Storage of flammable liquids, gases, substances, and materials in compliance with MOD standards. Ref C&D. Site housekeeping maintained to minimise potential fire loading. Documented workplace inspections and safety tours carried out periodically. Flammable/combustible materials kept to a working minimum, no accumulation and stored appropriately. Relevant signs & notices posted around the site.	1	3	3	Yes					UFSM/QM Monitor and maintain compliance with site fire safety standards and maintenance of Fire trained personnel. UFSM – is to ensure Regular Fire meetings are carried out and any risks identified within the units Fire Plan are raised to the HoE and QM (USA). UFSM is to ensure adequately trained persons are appointed. Line Managers are to ensure all their staff receive Fire awareness training annually and this is recorded.

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4	Explosives	Incorrect/ negligent storage or disposal of Ordnance, Munitions or Explosives (OME) Introduction of contraband	Site personnel (mil and civil servants), visitors or site contractors or trespassers Creation of an explosive atmosphere and/ or propagation of fire, blast type injuries and/ or property damage. Possible enforcement action and reputational damage.	The site is licensed for the natures it is authorised to hold with relevant signs & notices displayed. Policies and procedures for disposal and removal of OME established and effectively communicated via noticeboards and on all relevant Exercise Admin Instructions. Documented records of holdings maintained and regularly checked. Authorised key holders published periodically on Part One Orders. Contraband box situated to prevent individuals from taking prohibited items into storage areas; (PEDs, lighters etc) Amnesty Box established with supporting orders for use. Design and installation compliant with the requirements of Ref F. (Secured and tamper proof) Amnesty box use detailed in all range related training instructions. (Not to be used as the default disposal route) Internal size and aperture do not permit large drops or large natures to be deposited or the unauthorised removal of contents. Capacity for infantry common natures, pyrotechnics, and SAA only. Class 1 SEAP approved padlock. Used to secure Amnesty box. Conspicuously marked and	1	3	3	Yes					QM/RQMS (T) Ensure Site orders and licensing are in date. Ammunition store is secure, correct signs displayed. Immediate area kept unobstructed. Checked & emptied regularly, documenting contents.

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				easily identifiable. No smoking/Vaping signs with prohibited distances prominently displayed.									
5	Chemicals fuels/oils	Inadequate storage, Synergistic effects with other products Failure to storage vessels	Site personnel (mil and civil servants), visitors or site contractors or trespassers Corrosive burns, skin irritation, contact dermatitis. or Pollution of local drains, the aquifer and other ground surface pollution resulting in environmental damage. or Propagation of fire or the creation of an explosive atmosphere.	The COSHH inventory is maintained in a current state with minimal quantities being held. Only authorised personnel deemed competent use these types of product. Substances also documented in the USRP maintained by the QM/MTSNCO. DSEAR risk assessments in place to cover those areas and substances that fall outside of the accepted safe operating envelope. (Quantity and type) POL Storage container LPG Cage Reacting to an emergency: Gas leak/ release Fuel spill Terrorist incident training undertaken periodically with documented records maintained. Spillage equipment and absorbents positioned to support planned, authorised vehicle maintenance and major holdings. Drainage plans maintained and kept with the USRP or within the site SHEF folder.	1	2	2	Yes					QM/ RQMS/SQMS Ensure COSHH register is maintained, all COSHH storage facilities are displaying the correct signage which is in a good state of repair. DSEAR RA in place requires to be reviewed Aug 24
6	Biological	Extended periods with no use. Failure of hot water system to maintain water temperatures. Dog and Clinical Waste	Site personnel (mil and civil servants), visitors or site contractors or trespassers Possible exposure to legionella bacterium aerosols in the dispersed water causing serious	Water holding and storage tank temperatures monitored under contract. Legionella monthly testing and flushing regime carried out under contract.	1	3	3	Yes					QM/RQMS Manage the legionella contractors in consultation with RFCA. (Access, egress temperature thresholds and flushing regime)

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			health concerns. Exposure to low level.	Local flushing regime introduced and documented for extended periods of absence or non occupancy in liaison with the RQMS. Clinical Haz waste contract in place for disposal of clinical waste including sanitary waste. Dog Policy in place to ensure the control of dogs on site and disposal of dog waste. Update regarding dog in the WP on orders and during WIP induction.									Clinical Haz waste and sanitary waste disposal contract with Cathedral Hygiene. Dog register in place.
7	Asbestos	Disturbance of areas recognised as containing ACM	Site personnel (mil and civil servants), visitors or site contractors or trespassers Exposure to and inhalation of airborne asbestos fibres or dust resulting in the thickening of the lung lining, scarring and eventual mesothelioma. (Latent period may be 15-40 years)	Site asbestos register maintained, information briefed to contractors & maintenance workers as part of the 4Cs brief. Management survey monitoring carried out under contract through RFCA, survey report produced and communicated during 4Cs. Areas containing or suspected of containing Asbestos or Asbestos Containing Materials (ACM) are documented and signs displayed. RFCA are aware of their responsibilities to employ competent contractors for maintenance tasks.	1	3	3	Yes					QM/RQMS Monitor & manage in line with survey report in consultation with RFCA
8	Radiation	Breakages of equipment exposing radioactive materials.	Site personnel (mil and civil servants), visitors or site contractors or trespassers Cuts, lacerations, and possible exposure to minimal but low- level radioactive materials.	Inventory of holdings maintained by RQMS/ SQMS on behalf of the Site Manager and Radiation Safety Officer. Areas containing radioactive equipment have appropriate signs displayed.	1	3	3	Yes					QM/WPS HoE appointed suitably trained persons Ensure handling procedures are understood & complied with.

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				Controlled access to places with radio active holdings. GTLS breakage kits located in areas where such equipment is held or stored. Annual return of holdings submitted to AWE through QM. Qualified personnel appointed in key radiation safety appointments. WPS									
9	Pathways and Roads	Poor state of repair. Inadequate lighting	Site personnel (mil and civil servants), visitors or site contractors or trespassers Vehicle damage or pedestrian injuries arising from poorly maintained and deteriorating internal roads and pathways. Slips, trips and falls, sprains, strains, fractures or other muscular skeletal injuries. Entrapment or crush type injuries, being drawn into the automatic gates.	Condition of roads, paths, gangways, stairs, etc monitored and maintained through the QM/RQMS in liaison with RFCA. Emergency access routes kept clear of obstructions at all times. Access to high places restricted/controlled through the QM. (Solar panels/ Phone/ comms masts) Site speed limited; controlled access, limited real estate, speed limits displayed. Separate pedestrian gates provided. Hedges and perimeter fence line maintained under contract or agreement with RFCA/ Highways agency. Essential paths and roads included in Ice and Snow Clearance Plan.	1	3	3	Yes					Site Manager Routine checks and liaison with RFCA regarding infrastructure. QM to review Snow and Ice plan. Communication of Snow and Ice Plan.
10	Forklift Truck Pressure Washer	Unauthorised or incorrect use. Poorly maintained. Theft or tampering	Site personnel (mil and civil servants), visitors or site contractors or trespassers Impact, crush, or collision type injuries or being hit by falling objects, equipment and/ or building damage.	Access to vehicles, plant & equipment restricted to authorised and appropriately licensed staff. Fork Lift Truck (FLT) is only operated by qualified (Licensed) and trained	1	3	3	Yes					QM/MT SNCO/ Line Managers. Responsible for ensuring compliance with user, maintenance, and local security instructions.

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			Thermal burns, electrocution, muscular skeletal disorder from manoeuvring it into position.	operators/ drivers. Speed limits adhered to at all times, Safe Working Load (SWL) clearly displayed and adhered to. Driver always face the direction of travel, travelling with the forks down but off the ground. No sudden braking or high speed cornering, FLT is securely parked with keys removed when not in use. All plant and equipment is in date for servicing, inspection, testing & maintenance in line with regulatory and manufacturers requirements. Pedestrian walkways are not impinged upon during lifting or manoeuvring.(where this is not possible alternative temporary pedestrian walk ways are put in place and cordoned off). Pressure washer only operated by those deemed competent. Electrical tested before use results sent to (RFCA) Personal Protective Equipment (Eye wear and gloves) issued with the pressure lance for washer use. (Eye protection mandatory) Operator appropriately dressed, long sleeves, no shorts, suitable footwear. SSW & quick user guide briefed, copy displayed at or inside the storage point. No detergents are used with the Pressure Washer.									

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				Stock and trigger held during use; hands are not to be placed on the lance.									
11	Deteriorating condition of Building & Estate	Loss of services or building integrity.	Military Staff. Civil Servants Contractors and Visitors Ingress of water, loss of services resulting in reduced or loss of capability and Output.	Estate and building maintenance works monitored as part of periodic management checks by both the Regt and RFCA. Derelict or dangerous buildings or areas are secured to prevent unauthorised access or trespass. Defence Fire & Rescue (DFR) consulted before any planned building works or significant changes of use. Dangerous or hazardous trees or shrubs (fire or falling) notified to RFCA for further investigation/ action. Signs & notices posted as and where required.	1	3	3	Yes					QM/RQMS Maintain regular checks of site infrastructure, keeping RFCA briefing on condition changes.
12	Site House keeping	Poorly maintained infrastructure, accumulation of debris.	Military Staff. Civil Servants Contractors and Visitors Slips, trips, falls, fire loading, being hit by falling objects, harbourage of food pests from accumulated kitchen waste.	Waste managed in line with local authority waste contractor through RFCA. Hazardous waste appropriately stored with disposal through DESA. QM/ RQMS monitors waste procedures and evidence of fly tipping on site. Segregated waste areas Area inspections. Ground maintenance programme managed through RFCA. Site storage (Shelving or Racking) maintained with documented management checks of all significant configurations.	1	3	3	Yes					QM/RQMS Promote and maintain a sensible approach to general workspace safety and cleanliness.

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13	Confined Spaces	Unauthorised access, low lying fumes or gases.	Military Staff. Civil Servants Contractors and Visitors Being overcome by fumes, becoming unconscious, fire or explosion. VSI or Fatality	Location of the sites recognised Confined Spaces (if any) are identified and managed under strict control by QM. When authorised works are being carried out, they are supported by a Permit to Work (PTW) issued by RFCA to cover the specific tasks. 4Cs delivered to all contractors. Safe Systems of Work Only those providing the correct authoritative paperwork through RFCA will be permitted access to work in the recognised Confined Spaces.	1	4	4	Yes					RFCA responsible for issuing PTW to all contractors across the site.
14	Electrical Installation & Supply	Faulty electrics Overloading Overriding safety devices	Site personnel (mil and civil servants), visitors or site contractors or trespassers. VSI or fatality Electric shock, electrical burns, accumulation of hydrogen gas, electrical shorting, propagation of fire or explosion or complete loss of power.	Underground servcies are known and mapped by RFCA. Inspection, testing and maintenance programme in place for electrical installations, static equipment and portable appliances. Lightning conductors installed and maintained. RFCA issue a statement of known hazards to all contractors carrying out excavation/ ground breaking maintenance on site. (Site Manager informed) Signs & notices posted where applicable. Portable appliances are managed through a testing programme under contract. Electrical Equipment Inspection & Testing (EEIT) Isolating/ shut off switches identified and communicated	1	4	4	Yes					QM/ RFCA Ensure EEIT register remains in date through consultation with RFCA. Control for those bringing in Portable Electrical Appliances.

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				via the SHEF noticeboard as part of the Emergency Procedures. Battery charging is carried out in a suitably constructed building away from combustible materials.									
15	Mains Gas Supply	Loss of supply Gas leak from damaged mains	Site personnel (mil and civil servants), visitors or site contractors or trespassers Potential for the creation of an explosive atmosphere if leak is undetected and into a confined area or space. Propagation of fire from ignition from leaking or damaged gas main or pipework.	Gas Underground pipe runs mapped and held by RFCA. Plant room secured with controlled access for maintenance and servicing activity. Signs and barriers erected and displayed as and where required. (No Smoking/Vaping, naked flames, Asbestos etc)	1	2	2	Yes					QM/RQMS Monitor and manage access and servicing through RFCA.
16	Pressurised Gas (LPG)	Incorrect storage procedures Excessive quantities being stored Fire and Explosion	Site personnel (mil and civil servants), visitors or site contractors or trespassers VSI or fatality Propagation of fire or creation of an explosive atmosphere. Synergy with other products in storage. Muscular skeletal injury.	LPG quantities kept to a working minimum. LPG stored outside in a secure gas storage cage, displaying the appropriate safety and warning signage. Signs and notices posted. Inspection process in place.	1	4	4	Yes					QM/RQMS Gas ordered and used when needed. F&L manager to ensure strict control
17	Storage Tanks	Environmental surface and ground contamination	Site personnel (mil and civil servants), visitors or site contractors or trespassers Diesel vehicle fleet, no significant risk from accumulation of low-lying fumes to create an explosive atmosphere.	Oil Water Interceptors maintained under contract. Vehicle washdown point drains within the vicinity of Interceptors. (Residues and particulates from vehicle run off, no detergents used).	1	3	3	Yes					QM Engage with RFCA to maintain Interceptor/ separator servicing.
18	Falls and Falling Objects	Unsafe or unauthorised working practices.	Site personnel (mil and civil servants), visitors or site contractors or trespassers	Access to high levels and roof areas strictly controlled by the QM.	1	5	5	Yes					QM/RQMS Ensure access equipment remains in

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		Use of defective equipment Adverse environmental conditions	Falling from height, impact type injuries from being struck by falling objects. VSI or Fatality	RFCA authorise all engineering contractors employed to carry out work at height. (Competence) Only authorised working at height takes place. All height access equipment (ladders, mobile steps with fall or guard rails or other platforms) is maintained (Inspected and checked) in line with service/ manufacturers instructions. Warning and restriction signs & notices posted as and where required. Shelving stacked sensibly heavy low, lighter higher within SWL thresholds. Management checks in place to monitor serviceability of significant shelving configurations. (Register)									good working order.
19	Contractors and Visitors	Unauthorised works Wilful or reckless damage Theft	Site personnel (mil and civil servants), visitors or site contractors or trespassers Personal Injury, or injury of a third party whilst carrying out their work, or through their presence, authorised or otherwise. VSI or Fatality	Access controlled at point of entry. 4Cs procedures used for booking in. Site safety and emergceny procedures briefed. Specific hazards and supporting information briefed; supported by this document. RFCA authorise all PTW activities that contractors are employed to carry out. Signs & notices displayed as and where required. Alternative Venue (AV) users are familiarised with site procedures by the Site Manager. AV use is agreed by the QM, but formally contracted directly through RFCA.	1	5	5	Yes					QM as the 4Cs appointed Person is to ensure these procedures remain current. Strict access at main gate. RFCA are to ensure regular contractors are inducted accordingly

(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)
Ref	Activity / element (Step 1a)	Hazards identified (Step 1b)	Who or what might be harmed and how, e.g. • Military personnel - fatality • Civ staff / contractors - injury • General public - injury • Environment - spill (Step 2)	Existing control measures (Step 3a)	Assessment with existing controls			Is residual risk acceptable in the context of risk appetite for the activity? (Yes / No) – Refer to Risk Score Calculation above If Yes, move to column (n). If No, identify additional controls (Step 3e)	Reasonable additional controls that can be implemented to reduce risk to ALARP (Step 3f)	Reassessment with additional control measures			List required action(s) to instigate controls (Step 3j)
					L (1 to 5) (Step 3b)	I (1 to 5) (Step 3c)	Score (L x I) (Step 3d)			L (1 to 5) (Step 3g)	I (1 to 5) (Step 3h)	Score (L x I) (Step 3i)	
				Access for out of hours AV use requires a repsonsible Point of Contact, unless otherwise agreed locally with the caretaker or other military site personnel.									
20	Emissions & Processes	Extended running times for idling vehicles. Spills or leakages of POL from containers of vehicles.	Site personnel (mil and civil servants), visitors or site contractors or trespassers Air, surface, ground and aquifer pollution, potential loss of wildlife and contamination of water supplies. Possible enforcement action by the EA, reputational loss and financial costs for cleaning up/ decontamination.	Hazardous/pollutants recognised and controlled in line with the CO commitment to Sustainable Development communicated through their SHEF statement. Process waste identified and controlled through the QM/RQMS(Storage and Disposal) using the DESA process. Vehicle run up times kept to a minimum Pollution Control equipment held on site, and training in its use provided for all staff periodically. (Documents maintained)	1	3	3	Yes					Site Manager To ensure that records of hazardous waste transactions are kept.
21	Provision of First Aid	Cardiac Arrest, Serious, and minor injuries VSI or Fatality	Site personnel (mil and civil servants), visitors or site contractors or trespassers Cardiac Arrest possible	Onsite trained First Aiders. Mil Persons do Battlefield first aid annually. Provision of First Aid Boxes across site. First Aiders name and location displayed on SHEF Notice boards.	1	5	5						QM/LM are to identify when staff require refresh training, or a new First Aider nominated when one leaves.
Authorising Officer / Warrant Officer / NCO (at unit level)				No, Rank, Name				Post		Date		Signature ¹	
Existing and additional controls agreed				Maj Johnson				2IC		21 Aug 24		<i>M. Johnson</i>	
Where risk is elevated up the CoC, CO to confirm additional controls implemented													

¹ Can be electronic signature.

NOTES

Risk = Likelihood x Impact

Likelihood		Definition
5	Highly Probable (Almost Certain)	Is expected to occur in most circumstances
4	Probable	Will probably occur at some time, or in most circumstances
3	Possible	Fairly likely to occur at some time, or some circumstances
2	Unlikely	Is unlikely to occur, but could occur at sometime
1	Remote / Rare	May only occur in exceptional circumstances

Impact		Definition (Health Safety and Environment)
5	Critical	- Multiple fatalities or permanent, life changing injuries. - Permanent loss or damage beyond remediation of an important and publicly high-profile natural resource, area or species. - Multiple incidents causing a major environmental impact.
4	Severe	- A single death or multiple life-threatening injuries. - Severe damage over a wide area and/or on a prolonged basis to a natural resource, including controlled waters, or geography requiring multi-year remediation. - Single incident causing a major environmental effect or multiple incidents causing significant effect.
3	Major	- Single life changing injury or multiple injuries which have a short-term impact on normal way of or quality of life. - Moderate damage to an extended area and/or area with moderate environmental sensitivity (scarce/ valuable) requiring months of remediation. - Single incident causing significant environmental impact.
2	Moderate	- Multiple injuries requiring first aid. - Moderate damage to an area, and that can be remedied internally. - Multiple incidents causing minor environmental effect.
1	Minor	- An Injury requiring first aid - Limited short-term damage to an area of low environmental significance/ sensitivity - Incidents causing minor environmental impacts

Step 5 - Review the generic risk assessment and update if necessary - All generic risk assessments should be regularly reviewed at a frequency proportional to the risk prior to any controls being proposed. In practice generic risk assessments should be reviewed at least annually, or more frequently:

- where required by local instructions/procedures.
- if the safe execution of the activity relies on stringent supervision and/or adherence to a safe system of work.
- if there is reason to doubt the effectiveness of the assessment.
- following an accident or near miss.
- following significant changes to the task, process, procedure, equipment, personnel, or management.
- following the introduction of more vulnerable personnel (e.g., persons under 18 or pregnant persons).

Risk Management		
Risk Rating	Authorisation	How Risk should be managed
1 – 3 (Very Low)	LCpl - Capt	Review periodically to ensure conditions have not changed and working within ALARP and risk appetite.
4 – 6 (Low)	OF3 Sub-Unit Comd, Unit 2IC and XO	
7 – 9 (Low - Medium)	OF4 CO and Sub-Unit Comds with delegated powers	
10 – 14 (Medium)	OF5 / 1* Commander	Good risk mitigations to ensure that the impact remains ALARP and tolerable. Re-assess frequently to ensure conditions remain the same.
15 – 19 (Medium to High)	2* Div HQ	Requires active management – review of desired outcome with additional resources or change to output requirements.
20 (High)	3*/2* Commanders HC, Fd Army & JHC	Contingency plans may suffice together with limited risk mitigations to achieve risk ALARP and tolerable.
25 (Very High)	4* CGS	Operational capability where the required outcome impacts on defined military capability.