

**Elliott Nash Limited Standard Risk Assessment**

**(Sample Lone Worker Risk Assessment)**

**Location:**

**Assessor:**

**Signed:**

**Date of Assessment:**

**Review Date:**

**Activity:** All Lone Workers

Hazard	Risk	Individuals at risk	Risk – Low/ Medium/ High	Control Measures (Current)	Control Measures (Additional – Proposed)
Securing premises	Violence from intruders, accident after leaving premises	Lone worker	Medium	<ul style="list-style-type: none"> <li>• Remain vigilant at all times</li> <li>• Always carry charged mobile phone</li> <li>• Avoid wearing a personal stereo which will reduce your awareness and hearing</li> <li>• Plan your route keeping, if possible, away from unlit concealed areas</li> <li>• Never attempt to tackle intruders</li> <li>• If you encounter any intruder, leave the building by the nearest exit and dial 999 for police assistance.</li> <li>• Ensure that external security</li> </ul>	All external security lighting to be maintained.

Section	Revision No	Issue Date	Review Date	Approved
SHE 29	1	July 2011	July 2012	Yes/BMP

				<p>lighting is activated before leaving building</p> <ul style="list-style-type: none"> <li>• Wherever possible park your car near to the final exit door and have keys ready and accessible</li> <li>• Trust your instincts</li> </ul>	
Movement of cash off premises	Attempted theft	Individual carrying cash	Medium	<ul style="list-style-type: none"> <li>• Vary the times when cash is carried off the premises</li> <li>• Vary route taken to destination</li> <li>• Duty to be shared so no one person becomes associated with carrying cash</li> <li>• Disguise cash in a carrier bag or other holdall</li> </ul>	<p>Two people to take cash to bank if possible</p> <p>When large amounts of cash is to be moved off site, use a reputable security company</p>
Working at a height	Falling as a result of ladder slipping or toppling	Lone worker	High	<ul style="list-style-type: none"> <li>• Working at a height is not permitted unless a second person is in the vicinity</li> <li>• Working on ladders above 3m is not permitted unless the ladder is lashed or being footed by a second person</li> </ul>	
Cleaning out-of- hours	Accidents and other emergencies	Lone Worker	High	<ul style="list-style-type: none"> <li>• All staff to have access to a telephone (mobile or static)</li> <li>• Building to be secure with emergency exits maintained in case of fire</li> <li>• Training to be given in the correct use of chemicals and personal protective equipment required for cleaning tasks</li> <li>• No mixing of chemicals to be</li> </ul>	

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				<p>undertaken</p> <ul style="list-style-type: none"> <li>• without appropriate supervision or training</li> <li>• Electrical equipment to be maintained in safe condition</li> <li>• All defects to be reported to line manager and equipment taken out of use immediately if necessary</li> <li>• All accidents or incidents to be reported to line manager as soon as practicable</li> <li>• All staff to have access to a first-aid box</li> </ul>	
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