


HAZARD / WORK ACTIVITY ASSESSED	Level Survey
------------------------------------	--------------

Hazard (something with the potential to cause harm)	Risk rating prior to control			Who may be harmed					Control Measures	Risk rating after control		
	Severity	Probability	Risk	Operator	Employee	Visitor	Public	Sub-cont		Severity	Probability	Risk
People falling into open manholes	3	3	9	x	x		x		Inform homeowners of nature of works being undertaken prior to commencement. Attempt to undertake survey removing and replacing one manhole at a time without leaving it unattended. Ensure barriers are placed around all open chambers.	3	1	3
Contact with sewage	2	3	6	x					Gloves must be worn at all times. The end of the staff that has been placed within the chamber should be cleaned with disinfectant after completion of the survey.	2	1	2
Operatives being struck by traffic	4	2	8	x					When working in the road high vis clothing must be worn at all times and all appropriate signing and guarding must be in place.	4	1	4
Operative falling from stepladder	3	3	9	x					When using elevated level ensure stepladders are fully extended and placed on a firm level area. Always keep both feet and at least one hand on the ladder at all times.	3	1	3

## SAFETY METHOD STATEMENT

1. Prior to works commencing inform all property owners that the survey will involve the lifting of manhole covers and explain in which areas of the properties you will be working, and request that they stay away from these areas for the duration of the survey.
2. Set up level tripod on firm ground.
3. Place cones around and remove the cover of the first chamber to be surveyed. Take both cover and invert levels and replace the lid securely leaving no trip hazard. Whilst operative is standing over the chamber, cones will be sufficient warning of the open chamber, however if the chamber is to be left unattended then rigid barriers must be put in place to prevent access from unauthorised persons.
4. If the extended tripod legs are required then the operative taking the readings must use a stepladder which has been securely set up on stable ground, and both feet and at least one hand must maintain contact with the steps.
5. On completion of the survey the staff must be cleaned with disinfectant.
6. Operatives to inform property owners when the survey is complete.

	Date of first issue:	February 2005	Authorised & published by:	Sharon Kaye
	Content collaborators:	Senior engineering team & MD		
	Last review date	2017-06-14		
	Revision period (months)	12		

Severity	Probability	Risk Rating		
1 No Injury, property damage	1 Very Unlikely	Severity X Probability = <b>1 to 5</b>	<b>Low</b>	Y – acceptable risk, work can start
2 Minor Injury	2 Unlikely			
3 +3 Day Absence	3 Likely	Severity X Probability = <b>6 to 14</b>	<b>Med</b>	Y or N – may need further consideration
4 Major Injury	4 Very Likely			
5 Death	5 Virtually Certain	Severity X Probability = <b>15 to 25</b>	<b>High</b>	N – Unacceptable risk Do not start work