



Firemark Limited: Risk and Impact Assessment Form

Premises:	Client premises nationally	Owned by: Michelle Tuxford	Ref: F-SMS-RA-001 v6.0
Brief description of Tasks:	Service/Commission/Repair of portable fire extinguishers, fire blankets, and installation of cabinets, signage, Doorguard units and evacuation chairs.	Authorised by: Andy H	Reviewed: Annual Next Review Date: 11/12/2026

Occupational Health & Safety	Quality and Environmental	Risk Rating Table					Risk Rating	Action
		5	10	15	20	25		
5. Extreme	5. Extreme	5	10	15	20	25	Not Tolerable	Do not start work.
4. Major	4. Major	4	8	12	16	20	High Risk	Improve controls, monitor and supervise. Reduce to medium or below. Review frequently.
3. Lost Time	3. Minor	3	6	9	12	15	Medium Risk	Reduce where practicable and review upon change or where improved control methods become available.
2. Minor	2. Limited	2	4	6	8	10	Tolerable	Adequate, but review upon change or where improved control methods become available.
1. Negligible	1. Negligible	1	2	3	4	5	Negligible	No further action, maintain existing controls.
Consequences/Likelihood		1. Unlikely: Unlikely to occur	2. Rarely: Could occur exceptionally	3. Occasional: Likely to occur at some time	4. Frequent: Likely to occur regularly	5. Inevitable: Almost every time		

Key to Consequences: Environmental and Quality		Occupational Health and Safety	
Negligible:	(E) No adverse effect. Legislation or mandatory requirements do not apply. (Q) No adverse effect upon the business.	Negligible:	Incidents which do not result any adverse effect to the individual.
Limited:	(E) Potential for adverse effect due to the proximity or sensitivity of receptor. Legislation or mandatory requirements apply but no potential for breach. (Q) Potential for adverse effect to business operations.	Minor:	Injuries which result in less than 7 days away from normal occupation.
Minor:	(E) Minor pollution incident. Limited or short-term breach of Legislation or mandatory requirements. (Q) Limited impact to business operations.	Lost Time:	Injuries that result in more than 7 days away from normal occupation.
Major:	(E) Significant pollution incident (single receptor). Breach of Legislation or mandatory requirements. (Q) Significant impact upon the business and/or loss of business operations.	Major:	Major injury, disease or occurrence as defined in RIDDOR regulations.
Extreme:	(E) Major pollution incident (multiple receptors). Prosecution inevitable. (Q) Total business impact, loss of business operations.	Extreme:	One or more fatalities.

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			L	x	C = R		L	x	C = R
RA-001/2 Travel to and from worksites.	Driving for work.	Injury or fatality to any person involved in a road traffic collision whilst using the roads to travel to/from or between worksites. Increased risk in adverse weather conditions, at night, on congested routes, if tired, not driving to weather conditions, if speeding, being distracted or driving a vehicle of unroadworthy condition.	3	5	15	Drivers are briefed on Firemark’s Driving for Work policies, i.e. Mobile Phone use, Safer Speed, Drink & Drugs and Planning a Safer Journey, during company induction. DVLA checks for all drivers. Drivers must report any accrued penalty points (endorsements); Drivers may be asked to attend a RoSPA Driver Development training course (discretionary); Daily visual checks are carried out by drivers on their work transport. Monthly vehicle checks are documented. The maintenance regime for work transport is as per the vehicle manufacturer’s recommendations. The service history is recorded for each vehicle.	2	5	10
RA-001/3 Carrying fire extinguishers and other service support equipment.	Manual handling operations.	Injury or longer-term ill health effects to persons involved in manual handling operations, caused by transporting or supporting loads by hand or by bodily force. Limb, back, muscle and/or general body injury. Can affect any on site person performing manual handling tasks.	3	4	12	Before attempting handling operations always apply the principle of: AVOID – ASSESS – REDUCE Check packaging labelling for weight and do not attempt manual task if weight is >20kg (men) or 15kg (women). If in doubt, do not attempt manual handling operations. Wear hand (EN388:2016) and foot (EN ISO20345:2011. SRC) protection when moving goods or cartons. Check surfaces, obstructions and the whole environment before commencing the task. Consider TILE – Task, Individual, Load, Environment . Break down into smaller loads if necessary. 1. Use the Safe Lifting Technique:	2	4	8

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						2. Stop & Think. 3. Position feet. 4. Adopt a good posture keeping back straight. 5. Get a firm grip. 6. Keep the load close. 7. Do not jerk. 8. Move the feet – do not twist. 9. Readjust if necessary.			
RA-001/4 Walking or working on client premises.	Slip & Trip Hazards on client premises – examples include uneven ground or floors, poor lighting, obstructions, discarded materials, work equipment being used by other contractors.	Slips or trips leading to falls causing cuts, abrasions, foot/toe/ankle injuries, fractures sprains, punctures and musculo-skeletal injuries to any Firemark or other site personnel working or walking within client premises.	3	4	12	Inspect all work areas before commencing work. A good standard of housekeeping must be maintained whilst the work is carried out, with tools/equipment and any other trip hazards being kept clear of pedestrians and traffic routes. Care to be taken when moving around client premises and use authorised walking routes where possible; Wear the Firemark recommended safety footwear (EN ISO20345:2011. SRC) to reduce the risk of foot injury. Consider the use of head torches when working in areas where visibility is low.	2	4	8
RA-001/5 Drilling walls, doors or floors.	Discovering or damaging materials that may contain asbestos.	Breathing in asbestos fibres potentially resulting in respiratory diseases to Firemark employee, other people working or walking in the vicinity.	3	5	15	Request and read the client's Asbestos Survey Report/Register for the premises prior to starting work when wall or floor works required or if working in Plant Rooms, Switch Rooms and Substations. Do not commence drilling into walls, fire doors or floors unless it has been clearly established that no asbestos containing material will be disturbed. All technicians employees complete external Asbestos Awareness training which follows HSE's Asbestos Essentials em1 – 'what to do if you discover or accidentally disturb asbestos during your work'.	2	5	10

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						Consider use of extinguisher stands/cabinets.			
RA-001/6 Drilling walls, doors or floors.	Services within walls, wall cavities or floors.	Drilling into electrical cables, water pipes, gas pipes or telecom cables. Electric shock burns or electrocution to installer. Risk of fire following gas leak. Loss of services for the client.	3	5	15	Firemark employees must discuss drilling works with the client's buildings representative. The use of Fire extinguisher stands eliminates the need to drill walls. Once the precise work area is agreed, use cable avoidance tool to detect services within walls or floors prior to drilling. All service employees must be competent in the use and checking of cable avoidance tools. Cable avoidance tools are subject to a recorded work equipment maintenance regime. Consider use of extinguisher stands/cabinets.	2	5	10
RA-001/8 Walking on work sites.	Moving vehicles (including workplace transport) whilst walking on client's site to place of work.	Injury or fatality to Firemark employee resulting from impact with moving vehicle.	2	5	10	High visibility clothing to be worn and extra vigilance taken when walking in client car parks and in areas where workplace transport operates. Only Park in designated areas or areas agreed with the site contact. Use pathways, pedestrian crossings and authorised walkways where possible, even if it's a longer route to the place of work.	2	4	8
RA-001/9 Lone Working.	Injury when working alone.	An accident or injury to a Firemark employee whilst undertaking a task when unaccompanied. Injury could be made worse if the injured party cannot raise emergency support.	2	5	10	During periods of lone working, implement a pre-agreed regular contact plan between the lone worker and another team member or supervisor. This may include mobile phone calls and/or text messaging at pre-agreed intervals. If the lone worker cannot be contacted, the emergency services will be called (999).	2	4	8
RA-001/10	Emergency evacuation.	Unable to safely evacuate client premises during an emergency,	2	5	10	The Firemark employee will log in to client premises upon arrival and always become fully aware of the	1	5	5

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Lone Working.		which could lead to injury or fatality to the Firemark employee.				site's emergency evacuation procedure, including the location of designated safe assembly points.			
RA-001/11 Working on client premises where waste may be generated.	Waste materials.	Internally: STF hazard in the workplace to any on site person. Externally: Negative visual and environmental impact to the surrounding area, which could affect the client's environmental reputation, leading to the potential of legal proceedings due to inappropriate management of waste.	3	3	9	Firemark is committed to reducing the amount of waste generated by its activities. Any and all waste materials will be removed by the site teams including packaging, excess installation materials, and cleaning products. Waste will be streamed, re-used, recycled or disposed using legal and industry best practice methods.	1	3	3
RA-001/12 Working at height.	Working above the ground floor, from a stepladder or on Rooftops.	Fall from height or impact from falling materials, leading to injury or ill health and/or death to those working at height or those in the vicinity of the works. Including the use of ladders, steps and working above or below floor level, roof top edges and upper floor areas. Damage to the client's property.	3	5	15	Check surfaces, obstructions and the whole environment before commencing working at height tasks. When working from height (including under-floor), ensure good housekeeping of the environment. Use signage, barriers or other warnings to inform any site persons in the immediate vicinity. When using ladders or steps, ensure staff are competent, select the correct ladder for the work and employ a tag and inspection regime. Working on unprotected flat roof areas or any fragile roof area is not allowed. Firemark employees will invoke the company Safe Stop. Client removal of extinguishers from access ladder areas, no fire extinguishers to be transported via a ladder.	2	5	10

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RA-001/13 Working to demanding schedules.	Work pressures.	Work pressure increasing on Firemark employees which could lead to work related stress, mental illness and lost time.	3	4	12	Firemark managers are formally trained to recognise the six factors leading to work related stress: Demands, Control, Support, Relationships, Roles and Change. All managers are encouraged to work with HR and contracted medical practitioners where issues are suspected within their teams. 360 wellbeing service available via HR.	2	4	8
RA-001/15 Use of substances hazardous to health	Hazardous Substance classifications: <ul style="list-style-type: none"> • Very toxic (Poison) • Toxic • Harmful • Corrosive (Burn/Oxidise) • Irritant • Sensitising • Carcinogenic • Mutagenic • Toxic for Reproduction 	Incidents leading to acute and/or chronic ill-health, and potentially fatal consequences. Routes of entry: Inhalation, breathing in vapour or particles. Ingestion, by eating contaminated food or contaminated drink, smoking or other activity where contamination can enter the mouth. Injection, via cuts or accidents where contamination can enter an open wound. Absorption, on contact with skin or eyes.	3	5	15	All hazardous substances are assessed prior to use and instructions issued to Firemark support employees, who will always follow the COSHH Assessment control measures. Manufacturer's safety data sheets are supplied for all substances with the corresponding COSHH Assessment. Any specialist PPE specified in the risk assessment is subject to a recorded work equipment maintenance regime. Application of substances will always be in accordance with the manufacturer's recommendations. COSHH waste will be collected and removed from site for disposal in accordance with the Firemark waste disposal policy.	2	5	10
RA-001/15 Use or working in the vicinity of industrial noise or noisy appliances.	Exposure to high levels of noise in the workplace (plant rooms and industrial spaces).	Permanent or disabling hearing damage to persons exposed to high levels of noise in the work area or its immediate vicinity, especially plant rooms.	3	5	15	Persons working in areas where the noise from equipment affect normal conversation, should take regular breaks into a quiet area, thus reducing the average exposure during the working day;	2	5	10

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		Interference with communications or reducing people's awareness of surroundings leading to a safety risk or secondary event.				All staff have the option of wearing ear protection if they wish, whilst ensuring that this does not increase the likelihood of any other unwanted event occurring; Where noise is considered excessive, report the issue to allow investigation and spot measurement to see if further arrangements are required.			
RA-001/18 Working on external premises including substations.	Bird droppings.	Ill health for the Firemark employee resulting from exposure to micro-organisms in dust or water vapour that carry diseases such as salmonella and psittacosis.	2	4	8	Fire extinguishers that have a significant accumulation of bird droppings should be reported to the client and the Firemark office for further instructions; Technicians are not to clear or wash off accumulated bird droppings from fire equipment before servicing. Protective covers to negate bird droppings. Use of disposable gloves	1	4	4
RA001/19 Working on external sites, including substations.	Health and Hygiene hazards including biohazards and rodent ingress.	Ill health for the Firemark employee as a result of exposure to hazards such as contaminated water, sewage effluent, rodent urine & faeces.	3	5	15	Evidence of contamination, sewage, or rodent ingress must be reported to the client and Firemark office immediately. Any existing skin abrasions must be covered to prevent contamination by any health hazard residue. Always wash hands thoroughly after work and before next eating or drinking, to minimise the likelihood of ingesting contaminated particles. Use of disposable gloves	2	5	10
RA-001/20 Working on external premises where the public may gain access	Drug ephemera. Needles/Sharps – inappropriate disposal and discarding.	Cuts/Lacerations/Puncture wounds for the Firemark employee which could lead to infections (biological) from contaminated drug ephemera.	3	5	15	All employees to be made aware of possible contact with sharps and needles, possible consequences of such contact, and where they are most likely to be found; Upon injury from contact with a Sharp/Needle this is	2	5	10

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to secluded spaces.						to be reported immediately to the client and the Firemark office. The injured person (or responsible other) must report the injury to his or her GP or, if required, go immediately to the local Accident and Emergency; Emergency Guidance: Do: <ul style="list-style-type: none"> • Report contact immediately to your supervisor; • Wash the wound under running water for 3-5 minutes; • Encourage the wound to bleed; • Keep the sharp/needle that caused the injury (Store Safely); • Report to GP or, if required, go immediately to the local Accident and Emergency taking the sharp with you (in safe packaging). Do Not: <ul style="list-style-type: none"> • Do not panic; • Do not suck the wound. 			
RA-001/21 Normal Firemark activities.	Employee/contractor carrying out their duties whilst under the influence of drugs or alcohol.	Increased risk of accidents and incidents to anyone due to the effects of the drugs and alcohol upon the mind and body. This could also put others in danger. Ill health risk to regular intake of alcohol and/or drugs.	2	5	10	Drug & Alcohol Management Policy and procedure briefed & signed off at company induction. Occupational health screening and advice service available.	1	5	5
RA-001/22 Normal Firemark activities.	Employee/contractor carrying out their duties whilst not medically fit or well enough to undertake them.	Increased risk of accidents and incidents to anyone resulting in personal injury brought on by unsatisfactory medical condition of	2	4	8	Periodical medical screening to be undertaken, dependent upon the individual's age and occupation and safety critical nature of allocated tasks.	2	4	8

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		the employee. This could also put others in danger.							
RA-001/23 Normal Firemark activities.	Excessive hours.	Damage to property, injury or ill health to any person on site, or operational issues for the client caused by fatigue effecting performance or decision-making of Firemark employees.	2	4	8	All works will comply with the Firemark Management of working time directive. Vehicles have active trackers installed and driving/working hours are regularly monitored by the regional team leads. Where hours are approaching the limits, or if employees are feeling fatigued, they must contact their team lead or the Firemark office for support and instructions.	1	4	4
RA-001/24 Working electromagnetic field	Electromagnetic Fields.	Long-term ill health effects caused by exposure to RF electromagnetic fields from mobile phone base stations (Rooftops) or other high-power radio transmission antennae.	2	4	8	When working in identified areas where radiating antennae are located, never stand closer than 10 metres to the base of mast or tower unless advised that it is safe by the accompanying site contact. If the works are in line with a propagating antenna, the system must be isolated to allow safe access, works and egress.	1	4	4
RA-001/25 Working in Switch Rooms and Plant Rooms.	Noise, heat, leaks, lethal voltages, space limitations.	Burns, electric shock, electrocution, muscular skeletal injury, cuts, bruises or longer-term illness from hazardous substance inhalation to Firemark employee from the hazards in Switch Rooms and Plant Rooms.	4	5	20	Request and read the client's Asbestos Survey Report/Register for the premises prior to starting work when wall or floor works required or if working in Plant Rooms, Switch Rooms and Sub-stations. Service technicians must only enter plant rooms and switch rooms with the explicit permission of the client. Rooms will be locked, so the client will supply a person to accompany the technician to the workplace, and to prevent the need to work alone. When entering, always Stop, Look, Listen and Smell before proceeding. If things are not as anticipated,	2	5	10

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			L	C	= R		L	C	= R
						<p>report it before starting work. Apply Firemark Safe Stop procedure;</p> <p>Firemark employees must discuss drilling works with the client's buildings representative. The use of Fire extinguisher stands eliminates the need to drill walls. Access can be limited due to narrow walkways and restricted working space. If safe to do so, move portable fire extinguishers to a safer place for servicing and return them thereafter.</p> <p>Service technicians must work with extreme care to avoid contact with adjacent electricity cabling and installed electricity equipment.</p> <p>If evidence of pest ingress is encountered, report it to the site manager.</p> <p>Engineers to wear head (EN812:2012) and hand protection (EN388:2016) due to possible present of hot surfaces (boilers and pipes) and head-height obstructions.</p>			
RA-001/26 Working in Substations and adjacent to live electricity equipment	Asbestos, Lead, RF radiation, coming into contact with lethal voltages.	<p>Electric shock burns or fatality to Firemark personnel when working within premises where lethal voltages are present within installed equipment.</p> <p>Ill health effects from exposure to RF radiation from telemetry transmission antennae.</p> <p>Ill effects from exposure to asbestos fibres on sites where ACM is present or lead paint on walls and fencing.</p>	4	5	20	<p>Request and read the client's Asbestos Survey Report/Register for the premises prior to starting work when wall or floor works required or if working in Plant Rooms, Switch Rooms and Sub-stations.</p> <p>Service technicians must only enter sub-stations with the explicit permission of the client. Compounds will be locked, so the client will supply a person to accompany the technician to the workplace, and to prevent the need to work alone.</p> <p>When entering, always Stop, Look, Listen and Smell before proceeding. If things are not as anticipated,</p>	2	5	10

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					<p>report it before starting work. Apply Firemark Safe Stop procedure.</p> <p>No hot works in electrical sub-stations.</p> <p>If safe to do so, move portable fire extinguishers to a safer place for servicing and return them thereafter.</p> <p>Firemark employees must discuss drilling works with the client's buildings representative. The use of Fire extinguisher stands eliminates the need to drill walls.</p> <p>Service technicians must work with extreme care to avoid contact with adjacent electricity cabling and installed electricity equipment.</p>			