



Mr Richard
Betts

<http://www.ecex.co.uk/default.asp>

December 24

2011



Risk assessment for parcel delivery using reindeer and sleigh <http://ecexproblemsolved.wordpress.com/>

SC-FC241211



Client	Mr S Claus
Site	Multiple Site Addresses
Date	24 th December 2011
Contract	Hand delivery of small, medium and large size parcels

Contact numbers – for use in the event of a problem or emergency on site at any time outside of normal hours.		
Contact name	Location	Contact number
Mrs S Claus	Elvin Stardust, North Pole	012345 67891011
Rudolph Van Deer	Elvin Stardust, North pole	01789 123654



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5 = Very Dangerous	5 = catastrophic	Risk level = L x S		Likelihood x Severity gives results and determines if controls are required.		
4 = Dangerous	4 = critical	13-25		Unacceptable, significant risk – must be eliminated or moved to a lower level		
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No.	Activity	Applies to:	Risk identified	Initial	Control measure(s) to be taken	Final
1.	Working on site classified as a construction area.	All personnel	Random locations when delivering parcels with possible "work in progress" construction.	4x4=16	Treat ALL delivery points as construction sites and ensure five point PPE always adopted comprising boots, gloves, helmet, High Visibility Jacket and glasses. Ensure fairy dust always available and sprinkle a little before entering site.	2x2=4
2.	Asbestos (lagging/insulation/ceiling tiles)	All personnel on site	Unknown chimney linings in older properties	3x4=12	A copy of the Asbestos Management survey report will be included within letter to Santa. If not available and in doubt stop all works, contact site supervisor and inform Head office.	2x4=8
3.	Fire / other emergency	SANTA personnel	Entering house via chimney with potential for continuous burning of logs, coal etc.	4x3=12	Check chimney pot in advance to see if fire still burning. Lower gas detector into void area and check for presence of noxious fumes/gases. If presence of fumes and or hot coals/logs identified use fairy dust sparingly to gain entry. Do not enter chimney of any property with fire still burning.	2x3=6
4.	Electricity - live cabling	SANTA personnel	Live electrical supply cabling to Christmas tree lights and/or lanterns	4x4=16	Check tree for lights and if still on remove associated plugs from sockets. NO SANTA PERSONNEL WILL WORK ON ANY SITE WHICH HAS LIVE SUPPLY CABLING!	1x4=4
5.	Working at height using work platforms, aluminium towers etc.	SANTA personnel	Access to chimney areas when unable to park delivery sleigh on roof.	2x3=6	Santa Claus has received full training in accordance with the Work at Height Regulations 2005 and PASMA.	1x3=3



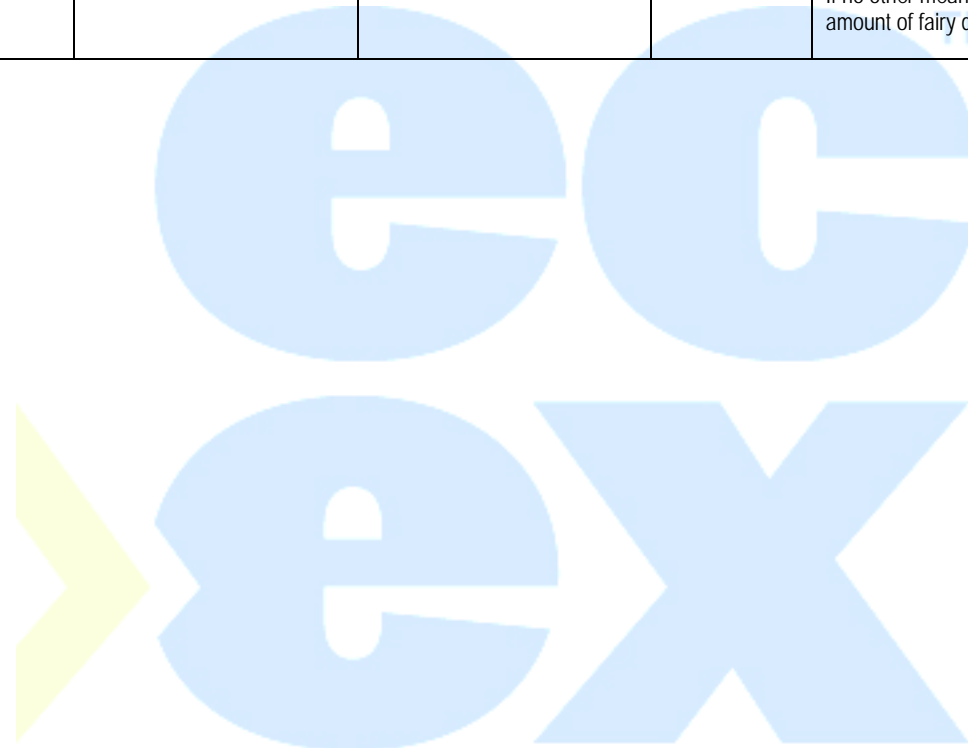
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6.	Working at height using powered access equipment.	SANTA personnel	Use of mobile elevated work sleigh and associated reindeer.	4x3=12	Santa Clause has undertaken full ISPAF (International Sleigh Powered Access Federation) training and has completed more than 500 operational days Rudolph is the nominated charge hand for sleigh operations and acts as second man at all times. All reindeer wear full body harness, tether and work positioning lanyards.	2x3=6
7.	Fall risk from a Skylight or a fragile Roof	SANTA personnel and others	Damaged or covered skylights (most commonly painted) or unstable fragile roofing with potential for fall and serious injury/death to all personnel	4x3=12	Santa Claus has received full training in accordance with the Work at Height Regulations 2005 and PASMA. If any area is in poor condition or highlights the risk of a potential fall then a small amount of fairy dust can be used.	2x3=6
8.	Roof working – exposed edges	SANTA personnel	Unprotected roof edges with potential for fall and serious injury/death to personnel.	4x3=12	Santa Claus has received full training in accordance with the Work at Height Regulations 2005 and PASMA. All personnel have received Work at Heights Training and will use fall restraint harness and lanyard secured to structural chimneys.	2x3=6



9.	Restricted Access/egress problems	SANTA personnel	Awkward or difficult access to and from the chimney	4x3=12	Upon landing carry out an initial assessment of chimney diameter and if less than 1200mm do NOT enter (minimum diameter for Santa Claus girth is 1200mm or 48 inches). If no other means of entrance then use a small amount of fairy dust to gain unlock doors to house.	2x3=6
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10.	Roof working – Sloping edges	SANTA personnel	Sloping roof edges with potential for fall and serious injury/death to personnel.	4x4=16	Santa Claus has received full training in accordance with the Work at Height Regulations 2005 and PASMA. All personnel have received Work at Heights Training and will use fall restraint harness and lanyard secured to structural chimneys.	2x4=8
11.	Falling objects when roof working.	Others on site.	The risk to all from any objects falling from the work area to any area below.	3x4=12	Keep all parcels and sacks at least 2m from roof edge where possible. Ensure all parcels and bags kept in designated storage area when out of use to remove risk When working at or near roof edge ensure that bag handling is kept to a minimum, correct handling procedures adopted and, if necessary, secured to sleigh to minimise risk.	2x4=8
12.	Animal powered equipment	All personnel	Fuel – lichen and moss used as food for deer which may leech causing dangerous distractions.	3x3=9	Ensure all deer regularly fed when in a position of safety. Store fuel in airtight containers to minimise temptation. Carrots can be used in between meals but only as part of a calorie controlled diet.	2x3=6
13.	Head injury (overhead objects)	SANTA personnel	The risk of head injury from overhead objects or falling objects and the likelihood of cuts, abrasions or concussion.	3x3=9	All personnel to wear head protection at all times.	2x3=6



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14.	Infection (legionella/ weils disease/ hepatitis)	SANTA personnel	The potential risk of contact with infectious micro-organisms or biological agents: Bird waste Animal waste in garden areas (dogs, cats, rabbits etc.) Reindeer waste	3x3=9	Always cover cuts and abrasions with waterproof dressings prior to commencing work. Any cuts must be immediately treated by doctor/nurse. If in doubt do it anyway! If any contamination suspected medical advice must be received and a blood test taken to confirm. Always wear gloves when handling any materials likely to cause a minor cut or graze. Always wear overalls or coveralls and if contamination is suspected bag and wash.	2x3=6
15.	Hazards from risers staircases etc.	SANTA personnel	Climbing stairs to bedrooms, apartments, flats, maisonettes etc. when moving presents from roof or ground level. Slip, trip or fall hazard.	3x3=9	Stair climbing is kept to a minimum at all times. Plan all carrying to reduce the need to climb. Use Pixie dust where climbing cannot be avoided to reduce the climb to a float or instant transport	1x3=3
16.	Internal traffic (pedestrians)	Other building personnel	Third party personnel risk when in SANTA work area.	3x3=9	Mums and Dads must ensure that all children are in bed early. All adults must be in bed in accordance with the Santa Time Directive available in hard copy only from the North pole.	1x3=3



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17.	Lone working	SANTA Operative on Site	Working without second man back up	3x3=9	SANTA operative will have first aid kit available at all times. SANTA operative will report to the Security Control Desk or Local Site Office via mobile telephone or in person every 60 minutes.	2x3=6
18.	Slips / Trips	SANTA personnel	Spillage of sherry or other drinks left out which may cause a slip hazard.	3x3=9	Ensure clean on arrival. Stop work if a spillage occurs and clean area completely before recommencing.	3x1=3
19.	Slips / Trips	SANTA personnel and others on site.	Miscellaneous rubbish and redundant materials related to execution of works	3x3=9	Identify a suitable storage location on arrival at work site preferably close to the Christmas tree. Ensure all materials kept out of pedestrian routes. Ensure work area clean and all rubbish removed prior to leaving site.	2x3=6
20.	Slips / Trips	SANTA personnel and others on site.	Slippery surfaces within work area caused by wet, icy, greasy or other potential slip risks. Change from wet to dry floor surface.	3x3=9	Santa Claus to wear big black safety boots with non-slip soles at all times	2x3=6
21.	Slips / Trips	SANTA personnel	Poor lighting	3x3=9	Use star lighting as required	2x3=6
22.	Slips / Trips	SANTA personnel	Changes of level / Slopes	3x3=9	Upon arrival at site, SANTA Supervisor to note condition of all work areas, access & egress routes and adopt site specific measures to reduce the risk to an acceptable level.	2x3=6



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23.	Dust / Debris (nuisance/harmful/ eye injury)	SANTA personnel	The risk of dust generated by entering chimney on site causing minor eye injury.	3x3=9	Santa Claus to wear safety eyewear to BS EN 166 1B349 CE2 when in vicinity of any task likely to cause airborne debris.	2x3=6
24.	Manual handling (heavy/awkward/sharp objects)	SANTA personnel	Potential for muscular injury, cuts and crushing injuries when carrying, lifting and carrying parcels and packages of unknown size and weight.	3x3=9	Santa Claus has received manual handling training in accordance with current regulations. Santa Claus will carry out a site risk assessment of and ensure area clear of obstructions. Santa Claus will wear foot and hand protection. Santa Claus will not carry any parcels that obscure vision and will ensure that loads have been reduced to a minimum and moved in stages.	2x3=6
25.	Use of, contact with hazardous materials or substances – COSHH Awareness	SANTA personnel	The use of fairy dust and pixie dust with the potential to cause harm if ingested, inhaled or absorbed through skin	3x3=9	Read labels on all containers. A copy of the Material Safety Data Sheet data sheet must be available on at all times. Always wash hands after use. Always clean up spillages in accordance with data sheet immediately.	2x3=6
26.	Materials storage	All personnel	Incorrectly or poorly stored parcels which can fall, slip or otherwise move causing injuries	3x3=9	All materials must be stored safely and out of pedestrian routes. All materials must be stored on a flat surface when not being used.	2x3=6



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27.	Environmental conditions – high winds, rain, snow or freezing temperatures	SANTA personnel	Multiple risk of injury due to high winds, wet weather, lightning, poor visibility etc.	3x3=9	Santa Claus to wear big red hat lined with fur plus a warm red coat and breeches. Big black boots, gloves and a fluffy white beard must also be worn at all times.	2x3=6
28.	The use of mobile telephones when working.	SANTA personnel	Multiple risks of injury are increased due to loss of concentration. Interference with sensitive equipment.	3x3=9	If used all mobile telephones must be used from a secure and safe position and not answered during work phase.	2x3=6
29.	Confined spaces	SANTA personnel	Chimney assessed under Confined Space Regulations 1997 for potential risk. No risk of injury.	3x4=12	Area risk assessed by Santa as follows: <ul style="list-style-type: none"> • Drowning or suffocation – zero potential within chimney stacks. • Oxygen depletion or excessive temperatures – zero potential provided access open at all times and fires have been extinguished • Noxious fumes or substances– zero potential provided access open at all times and fires have been extinguished • Limited access egress – large hatchway and/or use of fairy dust. • Collapsing sides – zero potential. On the basis of the above assessment the chimney is not classified as a confined space and will not require specifically trained personnel.	2x4=8



Dynamic Risk Assessment (to be completed if a new hazard is identified when commencing work on site)					
Hazard identified	Injury risk identified	Control measure adopted	Proceed with work (Y/N)	Supervisor signature	Client signature

***Please note a copy of this Dynamic risk assessment must be returned to Santa Head office complete with signatures**