Method Statement and Risk Assessment

Safe Operating Procedure (SOP) for Additional Risks

Risk assessment and method statement for Safe Operating Procedure (SOP) for Additional Risks.This document must be read in conjunction with the MSP Global Ltd (MSP) HS Manual

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# Method Statement

## Mandatory Symbols and Meanings

All MSP staff and freelancers will be required to have minimum PPE of steel toe safety boots, high visibility vest, gloves and hard hat with them onsite.

|  |  |  |  |
| --- | --- | --- | --- |
| **SYMBOL** | **REQUIRED** | **SYMBOL** | **REQUIRED** |
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| **TASK:** | Additional Risks | | |
| **Personal Protective Equipment:** | See previous page | **Other:** |  |
|  | | | |
| The standard operating procedures / safe systems of work outline the safe methods of work authorised by MSP for their crew, freelancers and contractors to work towards. There may be occasions where specific hazards and associated risks present themselves on site that are not covered in the SOPs or event RAMS.  This may include specific environment issues, such as access etc. Where this is the case, the Project Manager or Production Technician will complete this document in order to assess the risks involved, and necessary control measures to reduce the risk. | | | |

# Risk Assessment

| **What has the potential to cause harm (hazards)** | **Who is affected** | **Significant Risks** | **Initial risk** | | | **Record the preventive and protective measures to reduce risk sufficiently** | **Residual risk** | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **L** | **S** | **R** | **L** | **S** | **R** |
|  |  |  |  |  |  |  |  |  |  |
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# Risk Assessment Rating

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | | | | | |  |  | | |
| **5** | 5 | 10 | | 15 | 20 | 25 | **Likelihood**  1 Extremely Unlikely  2 Possible but unlikely  3 Conceivable  4 Probably would happen at some time  5 Almost certain to happen  **Severity**  1 No or minimum injury No equipment or property damage  2 First aid treatment on site Minimum equipment or property damage  3 First aid treatment off site Equipment and property damage  4 Major injury or hospitalisation Localised equipment or property damage  5 Fatality Extensive property or equipment damage | | |
| **4** | 4 | 8 | | 12 | 16 | 20 |
| **3** | 3 | 6 | | 9 | 12 | 15 |
| **2** | 2 | 4 | | 6 | 8 | 10 |
| **1** | 1 | 2 | | 3 | 4 | 5 |
|  | **1** | **2** | | **3** | **4** | **5** |  |  | | |
|  | | | **Likelihood** | | | | | |  |
| **Risk = Risk Rating** | | | **L = Likelihood** | | | | | | **S = Severity** |
| 1 – 6 Low Risk | | | *Action is not required to lower the risk. Time effort and money is proportionate to the risk* | | | | | | |
| 7 – 15 Medium Risk | | | *Action may be required to control the risk. Immediate short-term measures may be required* | | | | | | |
| 16 – 25 High Risk | | | *Action is required urgently to control the risk. Further resources are almost inevitable* | | | | | | |