

## DALSTON PARISH COUNCIL



**Asset Number**  
DPC/017

Job/Task:- RISK ASSESSMENT OF NONE PARISH COUNCIL  
ASSETS

**Clerk's Home Office**

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Persons Affected; Employees Contractors Public

Assessor B Craig

Date February 2021

Specific Location Details

There is presently no requirement for the Clerk to work from home. (Kept Under Review)

### Risk Assessment Matrix

X	5	4	3	2	1
5	25	20	15	10	5
4	20	16	12	8	4
3	15	12	9	6	3
2	10	8	6	4	2
1	5	4	3	2	1

SEVERITY		LIKELIHOOD
No Injury	1	Almost Never
Minor Injury	2	Seldom
Injury	3	Possible
Serious Injury	4	Probable
Death	5	Almost Always

### Standard Control Measures

No	Hazard	Risk	S	L	R	Control Measure	S	L	R
1	Trips and Falls	Risk of injury to Persons	3	3	9	Clerk to ensure Floor coverings are maintained in good condition.  Ensure cables etc. do not present a hazard	3	1	3
2	Electric Shock	Risk of Electric Shock from fixed installation and portable appliances	5	3	15	Statutory Testing of Parish Council owned Portable Appliances in accordance with current Electrical Safety Regulations	5	1	5
3	Display Screen Equipment	Risk of sight and posture problems and pain or other injuries due to overuse or the improper use or from poorly designed work stations or work environments	3	3	9	Clerk to be aware of the( Display Screen Equipment) Regulations 1992 amended 2002 and shall ensure that the workstation and level of use complies with these regulations	3	2	6

### Additional Site Control Measures

Carry out regular inspections of workplace

Comply with Electrical Testing Requirements

Display Screen Equipment

No	Hazard	Risk	S	L	R	Control Measure	S	L	R	Additional Site Control Measures

Person in charge of works  
Dalston Parish Council

Signature

*Bryan Craig*

Date for Next Review DPC/017  
**February 2022**

( Not Presently Required but retain and review)