

STOP-Take 5 Pre-task Risk assessment

Task	
Location	

1 STOP and THINK through the task?	Y	N
Do I clearly understand what is required?	<input type="checkbox"/>	<input type="checkbox"/>
Am I trained to do the work and familiar with the equipment/task?	<input type="checkbox"/>	<input type="checkbox"/>
Are the tools and equipment in a safe condition?	<input type="checkbox"/>	<input type="checkbox"/>
Do I have approved documentation for the task?	<input type="checkbox"/>	<input type="checkbox"/>
Am I safe from other activities/tasks in the area?	<input type="checkbox"/>	<input type="checkbox"/>
Have I informed others who may be affected by my work?	<input type="checkbox"/>	<input type="checkbox"/>
Do I have the correct PPE/RPE for the Task (identified in the risk assessment / method statement)?	<input type="checkbox"/>	<input type="checkbox"/>

If 'NO' to any take action to correct

2 Dynamic risk assessment (over and above the generic RA)

What are the main dangers on site, eg:	Is the hazard present?	Are the controls in place? Are additional controls needed?
Falls from height	Yes / No	Yes / No / Not applicable
n Make sure ladders are in good condition, at the correct angle and secured		
n Prevent people and materials falling from roofs, gable ends, working platforms and other open edges using guardrails, midrails and toeboards		
Collapse of excavations	Yes / No	Yes / No / Not applicable
n Shore excavations; either cover or barrier excavations to stop people and plant falling in		
Collapse of structures	Yes / No	Yes / No / Not applicable
n Support structures (such as walls, beams, chimney breasts and roofs) with props; ensure props are installed by a competent person		
Exposure to building dusts	Yes / No	Yes / No / Not applicable
n Prevent dust by using wet cutting and vacuum extraction on tools; use a vacuum cleaner rather than sweeping; use a suitable, well-fitting mask		
Exposure to asbestos	Yes / No	Yes / No / Not applicable
n If you suspect that asbestos might be present, don't start work until a		

demolition/refurbishment survey has been carried out		
n Make sure everyone on the site is aware of the results		
Activities or workers requiring supervision	Yes / No	Yes / No / Not applicable
n Who will be supervising?		
Electricity	Yes / No	Yes / No / Not applicable
n Turn electricity supply and other services off before drilling into walls n Do not use excavators or power tools near suspected buried services Risks to members of the public, the client and others		
n Keep the site secure to prevent unauthorised access; net scaffolds, use rubbish chutes		
Other dangers on site	Yes / No	Yes / No / Not applicable

3 Are the Risks Adequately Controlled

Have all hazard controls been implemented?

Have all potential problems been discussed and understood by all

Can the Task proceed safely

Y

N

**If 'NO' do not commence the task
Inform your line manager/supervisor**

4 Do the Task Safely only when all identified hazards are controlled or removed

Name	Signature	Date

If the task changes or new hazards introduced during the task update the Take 5

Additional comments section

Hazards	Controls

Notes

Health / Environmental Impacts	
Hazards	Controls