

Unit IG2: Risk assessment

Declaration: By submitting this assessment (Parts 1 – 4) for marking I declare that it is entirely my own work. I understand that falsely claiming that the work is my own is malpractice and can lead to NEBOSH imposing severe penalties (see the NEBOSH Malpractice Policy for further information).

Important note: You must refer to the document ‘Unit IG2: risk assessment – Guidance and information for learners and Learning Partners’ while completing all parts of this assessment. Your Learning Partner should provide you with a copy, but it can also be downloaded from the relevant resources section for this qualification on the NEBOSH website.

Part 1: Background

You should aim to complete this section in 150 - 200 words.

Topic	Comments
Name of organisation*	ZIK Factory Private Limited
Site location*	Lahore, Pakistan
Number of workers	600
General description of the organisation	ZIK Factory Private Limited is a well-known marble and granite company. The plant sells a variety of marbles, granite, calligraphy tiles, themes, and other associated items all over Pakistan. Among the various exquisite tiles that the company produces are wall tiles, floor tiles, vanity tops, kitchen countertops, stairway tiles, and luxury tiles for historic buildings. There was heavy equipment in use, including a block tilter, a hummer driller, a large-scale diamond wire processing machine, a diamond wire profiling machine, and marble quarrying machines. Numerous operations were underway, including the cutting, slapping, and polishing of large stones. Meanwhile, a large number of workers were engaged in the creation of beautiful tiles, completing and packing them for transportation to the countryside. Employees work two shifts from 6:00 am to 2:00 pm and from 2:00 pm to 10:00 pm. Each shift has 300 people. Most of the staff members are young and experienced.
Description of the area to be included in the risk assessment	The risk assessment will cover the stone cutting and processing unit, marble quarrying unit, marble profiling unit and finishing and packing unit.

Any other relevant information	The site manager and HSE manager, along with his team, have a direct responsibility for the health and safety of the environment and a moral obligation to report to the finance controller every day.
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* If you're worried about confidentiality, you can invent a false name and location for your organisation but, all other information provided must be factual.

You should aim to complete this section in 100 - 200 words.

Note: this section can be completed after you have completed your risk assessment.

<p>Outline how the risk assessment was carried out this should include:</p> <ul style="list-style-type: none"> • sources of information consulted; • who you spoke to; and • how you identified: <ul style="list-style-type: none"> - the hazards; - what is already being done; and - any additional controls/actions that may be required. 	<p>I first checked the ILO's Codes of Practice to see if there were any relevant to the chemical sector; I learnt a lot from that website, including how to handle chemicals. WCMS_111320/lang--en/index.htm https://www.ilo.org/safework/areasofwork/chemical-safety-and-the-environment</p> <p>Other British HSE websites I visited provided me with a wealth of information, including One useful resource was http://www.hse.gov.uk/pubns/priced/hsg261.pdf.</p> <p>After that, I visited the plant site to conduct a physical inspection of the workspace and speak with plant staff, as they are the only ones who are aware of the current hazards at the facility and what further controls are needed. I learnt far too much about the plant's current safety and health conditions from the worker.</p> <p>In order to determine what kinds of occurrences had happened in the previous 12 months and whether any of these situations were recurring, I also looked over the accident report. Along with analysing the reasons for the principal accident history and their causes, I also double-checked the sick leave reasons to look for any repeating themes of illness and tried to figure out what caused it.</p> <p>I consulted a number of the HSE's Approved Codes of Practice or Guidance publications after carefully reviewing the control measures. For instance, I consulted "Reason of fire in the workplace, General principles of protection, Guidance Note EH44 (Fourth edition)" when thinking about workplace fire prevention methods. eh44.pdf http://www.hse.gov.uk/pubns</p>
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Part 2: Risk Assessment

Organisation name: ZIK Factory Private Limited
 Date of assessment: July 12, 2025

Scope of risk assessment: stone cutting, processing unit, marble quarrying unit, marble profiling unit, finishing unit, packing unit

Hazard category and hazard	Who might be harmed and how?	What are you already doing?	What further controls/actions are required?	Timescales for further actions to be completed (within ...)	Responsible person's job title
<p>Work at height</p> <p>Possibility of Fall of the person from height because attempting to reach the second level by ascending a stairway with no guardrail outside.</p>	<p>Workers may be harmed during climbing the stairwell.</p> <p>Workers were attempting to reach the second level by ascending a stairway with no guardrail outside.</p> <p>There is a possibility of fall of the person from height. If a worker falls from a considerable height, he or she may perish. Serious injuries, incapacity, and a catastrophic accident are all possible.</p>	<p>1.Responsible persons were present at work site.</p> <p>2.Personal protective equipment provided to all workers.</p>	<p>1.Install warning signage for not to use stair until it is safe to use.</p> <p>2.Install guard rail for the protection of unprotected edge.</p> <p>3.Supervision should be placed for all non-routine activities.</p> <p>4.Safe working system must be developed and implemented for work at height activities.</p> <p>5.Instructions, information and training should be given to all workers.</p>	<p>1 week</p> <p>3 weeks</p> <p>1 week</p> <p>1 month</p> <p>2 weeks</p>	<p>HSE Officer (1 3 4 5)</p> <p>Finance Manager (2)</p>

Hazard category and hazard	Who might be harmed and how?	What are you already doing?	What further controls/actions are required?	Timescales for further actions to be completed (within ...)	Responsible person's job title
Electricity Insulation of power cable of diamond wire saw cutter was damaged in processing and cutting unit which can cause electrocution	Workers and any other people who can be there might be harmed. There is possibility that workers can touch the damaged cable and this may lead to risk of electric shock and cause skin burn and death. Electricity can cause serious electric shock and sometimes resulting in death and also exposure can result in muscle cramps, electric burns, pain, weakness, limb pain, numbness, tingling and damage to nervous system, memory loss and chronic tremors	1. Electrical installations were in Place. 2. Portable electrical devices are available for personal lighting use.	1. All the cables should be double insulated. 2. Replace all damage cables with new cables, and routine inspection should be placed. 3. Safety Survey should be performed by the senior management. 4. All workers should train to report and spot electrical damages in equipment and in workplace. 5. All workers should aware of emergency arrangements	1 week 2 months 1 month 2 weeks 2 weeks	Electrical Engineer (actions 1,2) HSE Manager (actions 3 5) Safety Officer (action 4)
Noise Excessive noise produces due to cutting and	Workers, contractors, Visitors, Maintenance workers As the working of machine causes noise	Planned and preventive maintenance of machines was in place Machines were damped down the ground. Damping	1. Mount barriers to the isolation of noise-inducing equipment noise monitoring devices should be installed.	1 Month 1 Week	Finance manager (actions 2,3,5)

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present in the production area.	becomes the part of air and people inhale it unintentionally. It causes short term effect in the people such as flu and coughing. These particles enter into the eyes causing eye irritation, asthma and lungs cancer	inhalation but not enforced (people wear them for them on willing)	<p>the dust that it produced.</p> <p>3. Purchase and install dust extraction system used to catch the dust particles.</p> <p>4. Held information, instruction and training programs for workers about risks associated with dust.</p> <p>5. Arrange Respiratory protective equipment in case of breathing problems.</p> <p>6. Arrange Health surveillance program for workers to look up their health.</p>	<p>1 week</p> <p>2 weeks</p> <p>1 week</p> <p>2 weeks</p>	HSE Supervisor (actions 4,5)
<p>Manual Handling</p> <p>Lifting heavy marble slabs manually in the shipping area.</p>	<p>Workers might be harmed.</p> <p>The slabs were very heavy and big for one person to handle Those slabs could easily slip and fall cause personal injuries. The slabs could break and also fall on a worker's leg and feet and break his</p>	<p>The supervisor was monitoring the activity.</p> <p>There was provision of job rotation and breaks during working activity.</p>	<p>1. Provide mechanical and electrically operated tools and trolleys for handling of heavy slabs.</p> <p>2. Training on correct techniques for manual handling of object.</p> <p>3. Risk assessment should be performed regularly for proper lifting.</p>	<p>2 weeks</p> <p>2 weeks</p> <p>1 week</p> <p>2 weeks</p>	<p>Area Supervisor (action 4,5)</p> <p>Finance Controller (action 1)</p> <p>Safety officer (action 2,3)</p>

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	leg and foot. Due to manual handling of heavy weighted slab, can cause muscular skeletal disorders like neck and shoulder pain, sprain and strain.		4. Health surveillance should be provided to the manual worker. 5. Storage in charge should involve more workers to do job.	2 days	
Fire Cutting operation near oxygen and acetylene cylinder which can cause fire.	Workers, supervisors, managers and visitors might be harmed. Maintenance workers were cutting a metal for shelter maintenance with gas cutter and cylinders of oxygen and acetylene were lying right next to them. There is possibility that metal splashes can contact into oxygen and acetylene cylinder and can create explosion. Carrying hot work activity near combustible and flammable material can bring heavy physical	Safety signs were placed in workshop.	1. Management should establish a safe storage area for cylinders. 2. Provide information, instruction and training to workers regarding hot work. 3. On Site there should be development of permit to work system for hot working activities in workplace. 4. Properly do housekeeping to remove flammable material. 5. Management should develop and enforce a safe system of work for hot work.	3 weeks 2 weeks 5 days 10 days 2 weeks	Finance manager (Actions 1,4) HSE Officer (Action 2) HSE Manager (Actions 3,5)

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	and business damage due to fire and explosion. This can cause burn injuries				
Slips and trips Leakage of polishing chemical and excess waste water placed at the pathways which can cause slip hazard.	All workers, visitors, pedestrians, contractors' workers, Pedestrians are exposed to the risk of slips and trips while moving around the workplace As sprinkler system leaks on the floor and workers move through the slippery path causing slips. Due to slippery surface this may lead towards major injury such as breaking of arms, twisting an ankle.	Good Housekeeping and properly clean the water contamination on the pathways. Provided slip resistant surface.	1. Eliminating the hazard, if possible, simply eliminate those machines to prevent physical access. 2. Prevent the spill of excess water, repair or replace the damage part that leaks water. 3. Carry out the risk assessment covering the safe movement of pedestrians in the workplace. 4. Arrangements to limit the entry of workers on those places, restrict abnormal movements around the workplace. 5. Lighting arrangements in the workplace so that workers able to see any kind slippery surface for safe movement.	2 months 2 weeks 1 week 1 week 1 week	HSE Supervisor (actions 2,3) Finance manager (actions 1) Area supervisor (action 4,5)

Hazard category and hazard	Who might be harmed and how?	What are you already doing?	What further controls/actions are required?	Timescales for further actions to be completed (within ...)	Responsible person's job title
<p>Movement of people and vehicles</p> <p>Possibility of Collision between the Vehicles and pedestrian because there is no segregation. ,</p>	<p>All workers (especially directly working in loading section), visitors</p> <p>Moving loading truck from outside to raw material yard for unloading purposes. Trucks are fully loaded. Pedestrian and traffic routes are so close. Poor visibility of truck driver and does not see pedestrian coming due to heavy load. There is possibility that collision can occur between the trucks and pedestrian causing serious personal injury, broken bones and sometimes resulting in death.</p>	<p>Driving licence was mandatory for all drivers, allow only to drive which has driving licence.</p> <p>Allow only those pedestrians to come on raw material yard that requires urgent.</p> <p>Helper to guide the driver on a safe path, the banker was there to assist the driver in reversing the car.</p>	<ol style="list-style-type: none"> 1. Separate traffic and pedestrian routes by installing barriers. 2. Place Sign boards to highlight the road for traffic use only. 3. Identify the group of people who might be at risk-by-risk assessments such as pedestrians, the drivers, vulnerable people. 4. Maintenance programme develop for trucks, proper maintenance of truck to avoid mechanical failure. 5. Arrange an orientation training program for new drivers to provide them with information and instruction on the routes and dangers of driving in the workplace. 	<p>1 month</p> <p>1 week</p> <p>1 week</p> <p>3 months</p> <p>1 month</p>	<p>Area Manager (actions 1,5)</p> <p>Maintenance staff (actions 4)</p> <p>HSE officer (2,3)</p>

Hazard category and hazard	Who might be harmed and how?	What are you already doing?	What further controls/actions are required?	Timescales for further actions to be completed (within ...)	Responsible person's job title
Vibration Working with defective drill machine that produce Heavy vibration	Worker might be harmed. Worker was using portable drill for making holes in the slabs in polishing area, holding handle of the drill was missing and worker was holding drill in single hand which is causing production of enormous number of vibrations and the worker was under impact of these vibrations. This vulnerable action can result in hand tissue injury, hand-arm vibration syndrome, lower back pain, loose grip, and ligament loosening.	Area supervisor monitored the activity daily. Instruction and information provided to the workers.	1. Damaged power tools must be sent to preserve and replace the hold handle on the portable drill. 2. Detailed inspection of all the power tools must be conducted to ensure their durability. 3. Create Health Monitoring Program in which Hand Arm Vibration Syndrome (HAVS) assessment to be included. 4. Instruct workers to use adequate tools and equipment's at the workplace. 5. Risk assessment of the tools should be performed on weekly basis. 6. Purchase Anti-vibration PPE's i.e., hand gloves and provide them to the workers.	1 week 1 month 5 Days 1 Month 1 week 1 Month	Area Supervisor (Actions 4) Inspection Officer (action 2) Safety Officer (Actions 1,3,5) finance manager (Actions 6)
Health, welfare and environment.	Workers and supervisor might be harmed. Workers were working in this poor light for	Proper PPE's provided to work in workplace.	1. Implement system to maintain workplaces and maintain their lightening and vision.	3 Weeks 1 Month	Area supervisor (action 1)

Hazard category and hazard	Who might be harmed and how?	What are you already doing?	What further controls/actions are required?	Timescales for further actions to be completed (within ...)	Responsible person's job title
poor lighting in the in finishing and storage area	long hours and this light is increasing risk of many serious effects on the workers. Low lights will result in unclear vision, headache, fatigue, eye strain, pain in eyes, discomfort and other secondary incidents or ill health effects.		2. Install local lights in finishing and storage area to increase vision of the workers. 3. Perform risk assessment to find adequate number and location of lights and install all suitable lights in the area. 4. Inform the maintenance workshop manager. 5. Health surveillance should be provided to the workers.	3 Weeks 1 Month 3 months	Finance manager (action 2) Safety officer (action 3,4) HSE Manager (Actions 5)
Work equipment and machinery There is possibility of cut injury because there was no safety guard on the cutting machine	Workers who are working on these stations of cutting machine. There is no safety guard placed on cutting machine and worker is working on it. There is possibility that blade of the cutting machine can cut to the hands and fingers of operator's while	Provided instruction and training about safe working method.	1. Robust gloves should be provided. 2. Adjustable guard should be placed to protect the worker hands. 3. Automatic conveyer machine should be installed to moving tiles in cutting machine. 4. Provide refresher training to the workers on safe working procedures.	1 week 1 month 3 months 1 week 1 week	HSE Officer (action 4,5) Finance Controller (action 1,2,3)

Hazard category and hazard	Who might be harmed and how?	What are you already doing?	What further controls/actions are required?	Timescales for further actions to be completed (within ...)	Responsible person's job title
	Handling tiles during cutting process.		5. Supervision and monitoring must be taking into account.		

ScholarlyPen

Part 3: Prioritise 3 actions with justification for the selection

Suggested word counts

Moral, general legal and financial arguments for all actions: 300 to 350 words

For EACH action:

Specific legal arguments: 100 to 150 words

Likelihood AND severity: 75 to 150 words

How effective the action is likely to be in controlling the risk: 100 to 150 words

Moral, general legal and financial arguments for ALL actions

Moral, general legal and financial arguments

Moral:

It is the moral and ethical obligation of ZIK Factory Private Limited to eradicate workplace hazards. In addition, the company has a moral duty to protect its workers from job hazards by providing a safe working environment, as well as safe tools and machinery. Employees are drawn to his company for its values as much as its financial rewards. If the employee sustains a serious injury that keeps him from going to work, his family will also be responsible for paying for it. Therefore, it is the moral obligation of the employer to ensure that his workplace is safe and that his employees can work without danger of injuring themselves.

Legal:

The International Labour Organization's (ILO) Safety and Health Convention (C155) mandates that ZIK Factory Private Limited

safeguard its workers. The legal foundation for control management and activity is adherence to the legal requirements set forth by the enforcement authority. If certain protective measures, such prohibitions (the suspension of all work on a certain activity) or progress notifications regarding specified activities, are violated, BENZ INDUSTRY PRIVATE LIMITED may be subject to regulatory compliance action. The company may experience severe financial pressure if these tasks are not carried out correctly. In addition, these actions may restrict the company's ability to obtain certification in all areas, and the local government may take action to prevent delays in work. Job-specific equipment, methods, and

	<p>surroundings must be used; all work facilities must be inspected and maintained; and all high-risk activities must be governed by a permit-to-work system.</p> <p>Financial: Some of the financial reasons due to which ZIK Factory Private Limited has to promote and develop health and safety culture are as follows.</p> <ul style="list-style-type: none"> • In the event of an accident where a worker is hurt, the company must pay for his medical care and first aid. • The premiums that the organization must pay to the insurance companies will also be increased in the event of a workplace accident. • Accidents and unintended events also ruin an organization's property. The loss of his assets must also be borne by the group. A significant sum will need to be spent on installing machinery and replacing and repairing damaged buildings. <p>• In order to offset losses, the company would also provide a sizable amount of sick pay and overtime compensation to its employees. The organization can be subject to criminal charges and fines.</p>
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Justification for action 1

Action (Taken from column 4 of risk assessment)	Purchase 'on tool' dust extraction systems, directly applied to hazard to extract all the dust that it produced. (hazard category 'hazardous substances')
Specific legal arguments	<p>According to the ILO's C170 Chemicals Convention, 1990 (No. 170), "all appropriate and practicable measures should be taken to substitute harmless or less harmful substances, processes, or techniques for harmful substances, processes, or techniques, to prevent the liberation of harmful substances, to shield workers from harmful radiations, and to carry out hazardous processes in separate rooms or buildings occupied by a minimum number of workers" in order to prevent, reduce, or eliminate health risks in workplaces.</p> <p>Pakistan factory Act 1948 also required that The Provincial Government may prescribe a standard of adequate sufficient respirators for any factory or class or description of</p>

	<p>factories or parts thereof and direct that a PPEs shall be provided and maintained in such place and position as may be specified</p>
<p>Consideration of likelihood AND severity</p> <ul style="list-style-type: none"> • types of injury or ill health • number of workers at risk • how often the activity is carried out • how widespread the risk is 	<p>The likelihood of ill health is high for dust inhalation. I set the category when suggesting the severity in following way: Minimal: there has been no mishap or injury. Minor: an incident that resulted in the need for first assistance and/or serious harm to machinery and equipment. Major: accident is one that necessitates medical attention, recovery time, and/or significant damage to apparatus and equipment.</p> <p>Fatal: an injury that results in loss of structures, machinery, or equipment as well as disability or death.</p> <p>The severity ratings set as major because extended dust exposure necessitates hospitalisation and recuperation. For instance, lung cancer and asthma</p> <p>This section contains twenty individuals, all of whom are in danger. Because it is not an enclosed facility, the general public is likewise at risk.</p> <p>The stone cutting area has a high concentration of ground dust and marble particles. Because of the nature of the work, there is usually a high concentration of dust particles. People inadvertently breathe it in as it becomes a component of the air. People who have it experience short-term effects including coughing and the flu. Employees are divided into two shifts.</p> <p>Every part of the plant is at risk.</p>
<p>How effective the action is likely to be in controlling the risk. This should include:</p> <ul style="list-style-type: none"> • the intended impact of the action; 	<p>Dust extraction systems improve working practices that have a significant impact on the workforce and increase workers' performance by reducing the negative effects of dust on them. It enables the collection of dust, preventing it from combining with the atmosphere and preventing it from spreading over the entire work area. Applying dust extractors is primarily done to limit dust exposure so that employees are protected from its harmful</p>

<ul style="list-style-type: none"> justification for the timescale that you indicated in your risk assessment; and whether you think the action will fully control the risk 	<p>health consequences.</p> <p>I allotted one month to finish the dust extraction system installation. This installation will require time, and the area manager has agreed to take action.</p> <p>The risk can be minimised by taking action. Nonetheless, when combined with appropriate controls, this step can aid in providing complete risk control.</p>
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Justification for action 2

Action (Taken from column 4 of risk assessment)	Install guard rail for the protection of unprotected edge. (Hazard category: Work at height)
Specific legal arguments	<p>Article 14 of ILO C167, the Safety and Health in Construction Convention, 1988 (No. 167), mandated that the necessary actions be taken to guarantee that all working circumstances are risk-free and safe for the health and safety of employees. A safe way to enter and exit must be provided and maintained at every workplace, and it must be marked when necessary. People who are at or near a building site must be protected from any potential hazards by taking all essential precautions. Employers are required to take safety measures to protect workers from "falling objects and air borne objects."</p> <p>R175 - Safety and Health in Construction Recommendation, 1988 (No. 175) required that "Where an employee is engaged in work at height, close to electrical wires, overhead power lines, or other electrical equipment or apparatus, and such distance involves a risk of the employee receiving an electrical shock, the employer shall take such measures as may be necessary to ensure the employee's safety."</p>
<p>Consideration of likelihood AND severity</p> <ul style="list-style-type: none"> types of injury or ill health number of workers at risk how often the activity is carried out how widespread the risk is 	<p>The likelihood of serious personal injury is high due to fall of the person from height. Please see the action 1 for severity ratings. The severity rating for this hazard is set as major and the worker's injuries is likely to necessitate hospital treatment. such as fractured bones and brain injuries</p> <p>Four employees are working at a height and are in danger.</p> <p>Employees were climbing a stairway without a guardrail outside in an attempt to reach the second floor. A person may fall from a height due to slight negligence. Employees work in</p>

	<p>two shifts on height.</p> <p>There is a risk when operating at heights, and it only affects those who are doing so.</p>
<p>How effective the action is likely to be in controlling the risk. This should include:</p> <ul style="list-style-type: none"> • the intended impact of the action; • justification for the timescale that you indicated in your risk assessment; and • whether you think the action will fully control the risk 	<p>The workforce will be significantly impacted if guard rails are installed to cover exposed edges. The chance of falling from a height will be decreased as a result. The employee will work at heights in a safe manner. By taking this move, the organisation will be able to improve the number of hours that employees may work safely, boost employee morale, and prevent accidents.</p> <p>I've set a deadline of 3 weeks to do this. I provided this timeline since the area manager will approve the action and grant permission to carry it out. I'm hoping that everything goes according to plan.</p> <p>Action will not fully control the risk. By providing this action, maximum risk will be controlled. However, action with suitable controls can help to provide the fully control of risk.</p>

Justification for action 3

<p>Action (Taken from column 4 of risk assessment)</p>	<p>Replace all damage cables with new cables, and routine inspection should be placed. (Hazard category: Electricity)</p>
<p>Specific legal arguments</p>	<p>"Electrical devices and equipment should be installed by competent engineers and also maintained by competent maintenance staff for removing any danger from workplace," according to article 26 of ILO C167, Safety and Health in Construction Convention, 1988 (No. 167).</p> <p>"Employers must take care of their employees and implement preventative steps to safeguard them against electrical risks in the workplace," according to ILO R175-Safety and Health in Construction Recommendation, 1988 (No. 176). All electrical installations</p>

	<p>and equipment must be designed, installed, and maintained by a competent person and used safely.</p>
<p>Consideration of likelihood AND severity</p> <ul style="list-style-type: none"> • types of injury or ill health • number of workers at risk • how often the activity is carried out • how widespread the risk is 	<p>The likelihood of electric shock is high due to contact with damaged cable.</p> <p>According to the chart of action 1 the severity of this hazard is set to major due to the possibility of electric shock, skin burns, and even death, workers may come into contact with the damaged cable. In addition to causing dangerous electric shocks and occasionally fatalities, exposure to electricity can produce limb discomfort, numbness, tingling, muscular cramps, electric burns, memory loss, and persistent tremors. Treatment in a hospital will be necessary following the incident. electric burns and severe shock, for instance.</p> <p>Eight employees are present in the cutting and processing facility, and they are all in danger.</p> <p>The diamond wire saw cutter's processing and cutting unit's power cable insulation was harmed. This area is occupied by workers in two shifts.</p> <p>The risk is present in the processing and cutting unit.</p>
<p>How effective the action is likely to be in controlling the risk. This should include:</p> <ul style="list-style-type: none"> • the intended impact of the action; • justification for the timescale that you indicated in your risk assessment; and • whether you think the action will fully control the risk 	<p>Replacing any damaged wires with new ones will have a significant impact and reduce the possibility of burn injuries and electric shock. There will be less chance of electric shock, skin burns, and fatalities. After broken wires are replaced with new ones, the severity of electric burn injuries will diminish. The accident rate will drop as a result of this suggestion.</p> <p>I've set a two-month improvement timeline. I provided this timeline since the financial manager would decide on the course of action and allot the funds for it. It is my aim that this will be the longest time required to finish.</p> <p>Action will maxim control the risk. By providing this action with suitable controls can help to provide the fully control of the risk.</p>

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Part 4: Review, communicate and check

Suggested word counts for each section:

- Planned review date or period and reasoning for this: **50 - 100 words**
- How the risk assessment findings will be communicated and who needs to know the information: **100 - 150 words**
- Follow up on the risk assessment: **100 - 150 words.**

Planned review date/period with reasoning	It is business policy to review the risk assessments at that frequency, so I set the review date at 12 months. We'll reevaluate the risk assessment on July 12, 2026. The assessment might be carried out earlier than planned in the event of a significant accident, the installation of new machinery and technology, a change in the workforce, or other health issues.
How the risk assessment findings will be communicated AND who you need to tell	The results of the risk assessment would be disseminated at the organizational level. First, I have presented these findings in full, highlighting all the risky behaviours and activities and outlining the appropriate control methods. The Managing Director, Finance Director, General Manager, HSE Supervisor, Area Supervisors, and a worker's representative would all be present for this presentation. For documentation purposes, these results would also be sent by email to all accountable parties. In order to raise awareness among the employees, I also ask that these findings be posted on all of the organization's notice boards as well as on digital boards. I would also conduct the tool box talk (TBT) with the workers to share these findings and immediate self-controls in case of emergency.
How you will follow up on the risk assessment to check that the actions have been carried out	I'll schedule the reminders for each control measure before its due date. In addition to discussing the implementation of these control measures with the supervisor and employees, I will visit the workplace to assess the status of each control measure. I'll also go over the worldwide guidelines that must be adhered to in order to successfully manage workplace risk. I looked around the workplace and saw if there was any carelessness in carrying out these control measures. I would speak with the supervisor to determine what caused this carelessness. Then I will raise this issue in front of the finance manager and HSE manager to allocate the enough budget and resources for the implementation of the control of actions.