



## Risk assessment for : Leeds Wood Recycling Cic











<b>Risk assessment name</b>	Makita LXT jigsaw	<b>Assessment type</b>	 General
<b>Assessor name</b>	Charlotte Stanley	<b>Affected site(s)</b>	Leeds Wood Recycling CIC (LS11 9RT)
<b>Assessment date</b>	17/04/2023	<b>Review period</b>	Annually
<b>Approved by</b>	Charlotte Stanley	<b>Review date</b>	17/04/2024
<b>Approved date</b>	17/04/2023	<b>Reference</b>	LEE1784181









Workspace(s)	Description
 Processing	<p>Using the Jigsaw            Hire Association Europe            2450 Regents Court            The Crescent            Birmingham Business Park            Solihull B37 7YE            Telephone: 44 (0) 121 380 4600            Fax: 44 (0) 121 333 4109            Email: mail@hae.org.uk            website: www.hae.org.uk</p> <p>Jigsaw            It is important to read all of this leaflet            BEFORE you use the Jigsaw</p> <ol style="list-style-type: none"> <li>1. Electricity is dangerous and must always be used with great care.</li> <li>2. This jigsaw is designed to cut wood, laminates, metal and plastics and wallboards. It is not designed for any other purpose. Do not use it for cutting anything that may contain asbestos.</li> <li>3. The action of this jigsaw can cause injury or damage if the machine is not used in a careful and controlled way.</li> <li>4. If you have not used a jigsaw before, familiarise yourself with the machine on some straightforward work before you start on the main task.</li> <li>5. Plan your work and think ahead to make sure you will always be working safely.</li> <li>6. You must have at least the following items of personal protective equipment: goggles: EN166 or BS2092; dust mask - a minimum of EN149 ffp2(s) protection; Safety boots to EN345 or BS1870/4972; industrial quality gloves; residual-current device (RCD) if using a 230 volt (mains) supply.</li> <li>7. A personal first-aid kit should be available.</li> <li>8. This jigsaw must not be used by minors, or by anyone under the influence of drugs or</li> </ol>

















## Risk assessment for : Leeds Wood Recycling Cic


Workspace(s)	Description
	<p>alcohol.</p> <p>9. This jigsaw is designed for operation by an able bodied adult. Anyone with either temporary or permanent disability must seek expert advice before using it.</p> <p>10. Although jigsaws are designed for one person operation you should always be careful you do not lift beyond your own capabilities.</p> <p>1. Wear your protective equipment including ear defenders, dust mask and goggles.</p> <p>2. Always hold the saw properly when working. Keep hands clear of the blade.</p> <p>3. Check that the blade is fitted correctly.</p> <p>4. To prevent damage to the blade, check that there are no nails, screws or metal embedded in the work piece.</p> <p>5. Let the blade stop completely before withdrawing it from the work piece.</p> <p>6. Stop, switch off and remove the plug from the socket before making adjustments or changing the blade.</p> <p>7. Make sure that any ventilation slots in the jigsaw are clear; do not cover them with your hand when you hold the saw.</p> <p>8. If the saw starts to labour and slow down, do not force it so hard. Do not overload the saw.</p> <p>9. Keep the cable clear of the blade and any sharp edges on your work.</p> <p>10. Stop the saw if someone approaches you.</p> <p>11. Keep the cable clear of the blade.</p> <p>12. If you think the cable may be cut or damaged in any way, switch off and unplug at the socket before inspecting it. If the cable attached to the reciprocating saw is damaged, stop using the machine. Contact the hire company. If an extension cable has been damaged, do not use it again.</p> <p>13. Take care not to accidentally pull the plug from the socket.</p> <p>14. After switching off, wait for the blade to stop completely before you put the machine down.</p> <p>15. Switch off and remove the plug from the socket before leaving the reciprocating saw unattended.</p> <p>16. If your equipment does not work properly do not attempt to repair it. Contact the hire company.</p> <p>17. You may want to read this leaflet again. Please keep it until you finish work</p>

Hazard	Who could be harmed and how?	Existing controls

 <p>Sharp objects Inappropriate use and storage of implements could cause injuries such as cuts to hands and fingers.</p>	<p>All staff, Operators, Student / pupil</p> <p>How Many? vary</p> <p>How? rotecting Against Lacerations</p> <p>Among the most common injuries associated with jigsaws is lacerations. This usually happens when the operator places his or her hand too close to the reciprocating blade, causing it to slice into their skin. To reduce the risk of lacerations, workers should only operate a jigsaw if it has a sharp blade (dull blades are more prone to kickbacks).</p>	<p> <b>Appropriate First Aid Provided</b> Casualties treated by first aider until emergency help arrives</p> <p> <b>Only Competent Persons Can Carry Out The Task</b> Only personnel with sufficient information, instruction and training can carry out the task.</p> <p> <b>Operators Trained In Safe Operation Of Equipment</b> Operators receive adequate information, instruction &amp; training for safely operating the equipment</p> <p> <b>Storage System In Place To Reduce Risk Of Trips</b> Storage system in place to reduce the risk of trips &amp; falls over items left on access/egress routes</p>	<p> <b>First Aid Needs Assessment Carried Out</b> Appropriate first aid facilities &amp; personnel provided as a result of a First Aid Needs Assessment.</p> <p> <b>Only Competent Persons Can Operate The Equipment</b> Only personnel with sufficient information, instruction and training can operate the equipment.</p> <p> <b>Provision Of Written Safe Systems of Work In Place</b> Provisions of written Safe Systems of Work to control the process with the minimum risk of injury</p>
--	--	---	---

Hazard	Who could be harmed and how?	Existing controls
 <p>Wood Dust Risk of ill-health due to the inhalation of harmful soft/hard wood &amp; M.D.F. dust.</p>	<p>All staff, Operators</p> <p>How Many? vary</p> <p>How? Wood dust can cause serious health problems. It can cause asthma, which carpenters and joiners are four times more likely to get compared with other UK workers. The Control of Substances Hazardous to Health (COSHH) Regulations 2002 require that you protect workers from the hazards of wood dust. Hardwood dust can cause cancer, particularly of the nose.</p> <p>Settled dust contains the fine particles that are most likely to damage the lungs</p>	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;">  <p><b>All Employees Receive Induction Training</b> All employees receive induction training upon commencement with the Company</p> </div> <div style="width: 50%;">  <p><b>Eye Protection Worn</b> Eye protection supplied to BS EN 166 &amp; relevant to the work activity hazard</p> </div> <div style="width: 50%;">  <p><b>RPE - Disposable Respirator FFP 1/2/3</b> Protects against fine dust, mists &amp; fumes (FFP1 - APF of 4; FFP2 - APF of 10 &amp; FFP3 - APF of 20)</p> </div> <div style="width: 50%;">  <p><b>Wood Dust Control</b> Dust extraction is fitted to the machinery &amp; vacuums are provided to remove wood dust from flooring.</p> </div> <div style="width: 50%;">  <p><b>Cleaning Schedules in Operation</b> Cleaning Schedules in Operation</p> </div> <div style="width: 50%;">  <p><b>Local Exhaust Ventilation Provided For The Task</b> Local Exhaust Ventilation Provided For The Task</p> </div> <div style="width: 50%;">  <p><b>Statutory Inspection On Local Exhaust Ventilation</b> Local Exhaust Ventilation Tested in accordance with the statutory requirement for the work/type.</p> </div> </div>

Hazard	Who could be harmed and how?	Existing controls
 <p>Work Equipment (Woodworking Machinery) Risk of injury due to contact with blades &amp; ill health due to the inhalation of wood dust created.</p>	<p>All staff, Operators</p> <p>How Many? vary</p> <p>How? Power saws are very useful tools used to cut and shape all types of materials; however, they can cause serious hand injuries. The hands are vulnerable as they are used to guide pieces into the saw. The degree of injury can vary widely.</p>	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;">  <p><b>All Staff Trained In Good Housekeeping Techniques</b> All staff are trained in good housekeeping techniques &amp; the standards expected in the workplace</p> </div> <div style="width: 50%;">  <p><b>Appropriate First Aid Provided</b> Casualties treated by first aider until emergency help arrives</p> </div> <div style="width: 50%;">  <p><b>Authorised Persons Only To Operate The Equipment</b> Only operated by persons that have received adequate training &amp; authorised to use the equipment</p> </div> <div style="width: 50%;">  <p><b>Barriers In Place To Prevent Unauthorised Access</b> Barriers In Place To Prevent Unauthorised Access</p> </div> <div style="width: 50%;">  <p><b>Entanglement Avoidance Rules In Place</b> All loose clothing, jewellery (watches / rings / necklaces) is removed &amp; long hair is tied back</p> </div> <div style="width: 50%;">  <p><b>Eye Protection Worn</b> Eye protection supplied to BS EN 166 &amp; relevant to the work activity hazard</p> </div> <div style="width: 50%;">  <p><b>Local Exhaust Ventilation Provided For The Task</b> Local Exhaust Ventilation Provided For The Task</p> </div> <div style="width: 50%;">  <p><b>Only Competent Persons Can Carry Out The Task</b> Only personnel with sufficient information, instruction and training can carry out the task.</p> </div> <div style="width: 50%;">  <p><b>Only Competent Persons Can Operate The Machine</b> Only personnel with sufficient information, instruction and training can operate the machine</p> </div> <div style="width: 50%;">  <p><b>Provision Of Written Safe Systems of Work In Place</b> Provisions of written Safe Systems of Work to control the process with the minimum risk of injury</p> </div> <div style="width: 50%;">  <p><b>Routine Maintenance Undertaken</b> Routine maintenance is undertaken in accordance with the manufacturer's requirements</p> </div> <div style="width: 50%;">  <p><b>RPE - Disposable Respirator FFP 1/2/3</b> Protects against fine dust, mists &amp; fumes (FFP1 - APF of 4; FFP2 - APF of 10 &amp; FFP3 - APF of 20)</p> </div> <div style="width: 50%;">  <p><b>Safe System of Work In Place For The Task</b> Operatives work to the Safe System Of Work in place for the safe operation of the task</p> </div> <div style="width: 50%;">  <p><b>Wood Dust Control</b> Dust extraction is fitted to the machinery &amp; vacuums are provided to remove wood dust from flooring.</p> </div> <div style="width: 50%;">  <p><b>Wood Working Blade Change Training</b> Relevant operatives have been trained to Makita LXT jigsaw</p> </div> </div>

Hazard	Who could be harmed and how?	Existing controls
		 change cutting blades and replace guards.

**Further control measures**

Assessor's signature: Charlotte Stanley

Approved by signature: Charlotte Stanley