

Energy Insights Visit Risk Assessment

Groups at Risk		SMS employees, visitors, guests.					
Hazard / Risk	Initial Likelihood	Initial Severity	Initial Risk	Control Measures	Residual Likelihood	Residual Severity	Residual Risk
Fire - Smoke inhalation/burns resulting in serious injuries or fatalities	2	4	8	<ul style="list-style-type: none"> Fire Risk Assessment completed. Fire & Evacuation arrangements routinely assessed and inspected. All visitors/guests will receive a site induction at the start of the day, detailing all site-specific hazards and any actions to be taken in the event of an emergency evacuation. Any visitors/guests who have mobility or hearing impairments which will affect their ability to evacuate safely must inform the site responsible person before they visit site. Site responsible person to arrange for PEEP's to be conducted, if necessary. 	1	4	4
Access & Egress – risk of minor injury, serious injury, or death.	2	4	8	<ul style="list-style-type: none"> Any visitors/guests who have mobility impairments must be informed to use the passenger lifts (except in an emergency). Signage provided. Tower staircase handrails provided. Wet floor signs provided when necessary. 	1	4	4
Unplanned or unforeseen changes	3	3	9	<ul style="list-style-type: none"> In the event anything changing, a dynamic risk assessment will be carried out by the SMS host. 	1	3	3
Slips, trips, and falls - Trip over objects or slip on spillages resulting in	3	3	9	<ul style="list-style-type: none"> All visitors/guests to be aware of their own surroundings (briefed at induction). Suitable footwear to be worn. All visitors/guests must be escorted at all times. All trailing cables will be covered by cable runners. 	1	3	3

Energy Insights Visit Risk Assessment

injury.							
Electricity – burns, electric shock, electrocution, death.	4	4	16	<ul style="list-style-type: none"> • THERE WILL BE NO ACCESS TO LIVE ELECTRICITY. • All visitors/guests must be escorted at all times. • Fixed electrical testing is carried out routinely once every five years by a competent electrician, and any defects are reported and addressed. • PAT testing regime in place. 	1	4	4
Hygiene & Welfare - Risk of infections and disease through inadequate welfare facilities and/or cleaning of them.	3	3	9	<ul style="list-style-type: none"> • Adequate kitchen and toilet facilities provided, including facilities for disabled persons. • Cleaning of premises carried out by professional contractors regularly, including ADHOC requests when needed. • Cleaning wipes provided in all rooms. • Routine inspections and checks of the office environment. 	1	3	3
				•			
				•			

Risk Scoring Methodology

Severity	Consequences		Increasing Likelihood				
	People	Environment	1	2	3	4	5
			Very Unlikely Freak combination of factors required	Unlikely Rare combination of factors required	Possible Some additional factors required	Likely Not certain, an additional factor required	Very Likely Almost inevitable
1	Slight injury or health effect	Slight effect	1	2	3	4	5
2	Minor injury or health effect	Minor effect	2	4	6	8	10
3	Major injury or health effect	Moderate effect	3	6	9	12	15
4	Serious injury or single fatality	Significant effect	4	8	12	16	20
5	Multiple fatalities	Substantive effect	5	10	15	20	25

Score	Treatment / Action
1 - 4	Continual Improvement
5 - 10	Control to ALARP
11 - 25	Tolerability to be authorised by Management and on Risk Register

Revision

Version	Changes Made	Author	Authoriser	Date
1.0	Original document	SHEQ Manager	SHEQ Manager	08/02/2024