



# Hazard Identification and Risk Assessment

Doc. No : SDME/HRA\_01/A/20  
Rev.No : 00  
Date :25-09-2020

Area/Project : Office

Activity/Process : Disinfection through fumigation

Sl. No.	Activity	Condition	HAZARD	RISK	LR	Existing Controls	Evaluation 1			Rating	Assessment	Proposed Controls/ Control method	Evaluation 2			Rating	Assessment
							SCL	SEV	FO				SCL	SEV	FO		
1	Usage of fogger machine	A	Electrical hazard	Electrocution, Electric burn	LR	Equipment undergo proper maintenance. Employee are trained to do pre-use visual checks/ user guidelines. Trained employees are allowed to do the activity.	2	3	1	6	Tolerable	N/A	N/A	N/A	N/A	N/A	
		A	slip/trip	Fracture, physical injury	LR	Employees given proper instructions for cable management. Task being supervised. Slip resistant gumboots were provided.	2	3	2	12	Tolerable	N/A	N/A	N/A	N/A	N/A	
		A	Ergonomics due to prolonged carrying of portable machine	Physical Injury, numbness	LR	Only trained employees are allowed to perform the tasks. Employees performing activity are given breaks between the jobs. job rotation implemented.	2	2	3	12	Tolerable	N/A	N/A	N/A	N/A	N/A	
2	Storage of materials	A	Improper temperature/ Cross Contamination	Cross Contamination	NA	Information specifically mentioned in the MSDS as well as the procedures are followed. Information communicated to the concerned personnel. Employee instructed to de-contaminate himself after completing the activity.	3	3	1	9	Tolerable	N/A	N/A	N/A	N/A	N/A	
		A	Slip in case of any leakage of material	Fracture, physical injury	LR	Materials are kept in designated storage area. Only authorized and trained employees are allowed to enter or handle the materials. Material stored with spill tray and employee instructed to use spill kit incase of any spillage.	2	2	1	4	Tolerable	N/A	N/A	N/A	N/A	N/A	
3	Wearing PPEs before task	A	Incomplete/ improper usage of PPEs	Cross Contamination	NA	Provided all the PPEs as per the procedure. Employees given clear instructions and training before starting the activity. Activity being supervised. OCP prepared and made available.	2	3	1	6	Tolerable	N/A	N/A	N/A	N/A	N/A	
		A	Performing the activity in non-designated area	Air Pollution, Land Contamination, Cross Contamination	LR	Area allocated for the activity and communicated effectively. Employees are supervised before entering the area to be disinfected. OCP prepared and made available.	2	3	2	12	Tolerable	N/A	N/A	N/A	N/A	N/A	
4	Spraying disinfectant	A	Excess usage of disinfectant	Depletion of natural resources, Property damage	NA	Only trained employees are allowed to perform the activity. Manual and method of statement communicated. OCP prepared and made available.	1	2	3	6	Tolerable	N/A	N/A	N/A	N/A	N/A	
		A	Performing task in non designated areas	Cross Contamination	LR	Area performing the task is being barricaded and NO ENTRY, ONLY AUTHORIZED PERSONNEL signage posted	2	2	2	8	Tolerable	N/A	N/A	N/A	N/A	N/A	
		A	Performing task with insufficient/ improper PPE	Cross Contamination	LR	Clear instructions are given in the procedure/ method of statement. MSDS is briefed before task.	2	3	1	6	Tolerable	N/A	N/A	N/A	N/A	N/A	
		A	Excess Noise	Noise Pollution, Stress, Headache, fatigue	LR	Employees performing activity are given breaks between the jobs. job rotation implemented. Activity takes place only in designated area. OCP prepared and made available.	2	3	3	18	Tolerable	N/A	N/A	N/A	N/A	N/A	
5	Self decontamination	A	Performing task in non designated area	Air Pollution, Land Contamination, Cross Contamination	LR	Area performing the task is being barricaded and NO ENTRY, ONLY AUTHORIZED PERSONNEL signage posted	2	2	2	8	Tolerable	N/A	N/A	N/A	N/A	N/A	
		A	Providing insufficient area	Air Pollution, Land Contamination, Cross Contamination	LR	Activity shall be done in an isolated area, barricaded and warning signage should be posted with NO ENTRY. The wider showerheads of 20 inches diameter caters to your whole body	2	3	1	6	Tolerable	N/A	N/A	N/A	N/A	N/A	
		A	slip/trip	Fracture, physical injury	LR	Employees given proper instructions for cable management. Task being supervised. Slip resistant gum boots were provided.	2	3	2	12	Tolerable	N/A	N/A	N/A	N/A	N/A	
6	Removal of PPE	A	Improper handling of contaminated PPEs	Cross Contamination	LR	Employees given proper instructions. Task being supervised	2	3	2	12	Tolerable	N/A	N/A	N/A	N/A	N/A	
		A	Performing task in non designated area	Air Pollution, Land Contamination, Cross Contamination	LR	Area performing the task is being barricaded and NO ENTRY, ONLY AUTHORIZED PERSONNEL signage posted. Disposal bag provided and disposal instruction given.	2	3	2	12	Tolerable	N/A	N/A	N/A	N/A	N/A	
7	Waste handling	A	Manual handling	Fracture, physical injury	LR	More than 20 kgs are not allowed to lift/ carry by one person. Displayed information boards and task briefing provided. Task being supervised	2	3	1	6	Tolerable	N/A	N/A	N/A	N/A	N/A	
		A	Improper storage	Fire, Land Contamination, Land Contamination, Cross contamination	LR	Area designated for the storage of contaminated wastes. Employees are given instructions to double bag the contaminants after the activity	2	3	1	6	Tolerable	N/A	N/A	N/A	N/A	N/A	
		A	Improper Disposal	Cross Contamination, Land Contamination	LR	All the noxious wastes are disposed as per the legal regulations through authorities.	3	3	1	9	Tolerable	N/A	N/A	N/A	N/A	N/A	

Prepared By: Ann Maria Antony

Reviewed By: Pradeep Pinto/ Rakesh

Date: 30.06.2020

### Legend:

Activity : R - Routine, NR- Non Routine, Condition: N-Normal, A-Abnormal E - Emergency, LR - Legal requirement

Rating: SCL - Scale(Resource consumed), SEV - Severity / degree of risk, FO- Frequency of occurrence, Rating Product= SCL X SEV X FO ( Trivial, Tolerable, Moderate, Substantial and Intolerable)

### NOTE:

All ratings above 75 are considered to be tolerable risk. Also If the Severity of risk is equal to or greater than 4, its considered as Intolerable risk.

Following are the control methods to be followed:

- 1) OCP - Occupational control procedure (if system available and instructions are sufficient), 2) MP - Management Program (if system not available), 3) Personal Protective Equipment Plan -PPE, 4) Training Plan-TP 5) Material Safety Data Sheet -MSDS 6) Legal Compliance Register - LCR 7) Health Plan - HP

Severity of Effect (SEV)	Scale (SCL)Resources (% of the whole)	Frequency of occurrence
Fatal to human life(5)	Very High -5 (> 50%)	Continuous/ Daily(5)
Serious Injury/ Offsite medical treatment more than 3 days (4)	High -4 (33-50%)	Once a Week(4)
Minor Injury/ Offsite medical treatment less than 3 days (3)	Moderate -3 (16-30%)	Once a Month(3)
Causes discomfort /nuisance(2)	Low -2 (6-15%)	Once in a Year(2)
Slight or negligible impact(1)	Very low -1 (1-5%)	Once in 5 years (1)