

Risks / Hazards and 7.1.4 Environment Of Operations Personnel Questionnaire							
Name: RYAN SWAINE			Area: WAREHOUSE OFFICE				
Date: 01/08/2023			If there is a problem what is the Level of Risk?			Notes	
Personal and Personal Working Area			Yes	No	Low	Medium	High
1	Is the work area clean and tidy?		<input checked="" type="checkbox"/>	<input type="checkbox"/>			
2	Is there sufficient lighting?		<input checked="" type="checkbox"/>	<input type="checkbox"/>			
3	Is the temperature comfortable?		<input checked="" type="checkbox"/>	<input type="checkbox"/>			
3	Is the humidity comfortable?		<input checked="" type="checkbox"/>	<input type="checkbox"/>			
4	Is the heating comfortable?		<input checked="" type="checkbox"/>	<input type="checkbox"/>			
5	Is there any problem with air flow?		<input type="checkbox"/>	<input checked="" type="checkbox"/>			
6	Are there any problems with hygiene?		<input type="checkbox"/>	<input checked="" type="checkbox"/>			
7	Is the area around the workstation / workbench clear of any obstructions?		<input checked="" type="checkbox"/>	<input type="checkbox"/>			
8	Are walkways clear of obstructions?		<input checked="" type="checkbox"/>	<input type="checkbox"/>			
9	Are items stacked on shelving properly?		<input checked="" type="checkbox"/>	<input type="checkbox"/>			
10	Is the flooring slippery, uneven, sloped or have holes?		<input type="checkbox"/>	<input checked="" type="checkbox"/>			
11	Is there any loose or ripped carpeting?		<input type="checkbox"/>	<input checked="" type="checkbox"/>			
12	Are radiators clear of anything combustible?		<input checked="" type="checkbox"/>	<input type="checkbox"/>			
13	Do any cables or wires run across the floor?		<input type="checkbox"/>	<input checked="" type="checkbox"/>			
14	Are all electrical cables in good condition?		<input checked="" type="checkbox"/>	<input type="checkbox"/>			

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15	Is there space within and around the workstation / workbench to work?	✓					
16	Are there any sources of distracting noise?		✓				
17	Are there any problems with static electricity?		✓				
18	Is there a Fire extinguisher in the working area?	✓					
19	Have you been trained in the use of Fire extinguishers and fire prevention techniques?	✓					
20	Do you know that information on fire extinguishers - location and uses is in intrastats?	✓					
21	Do you know what to do in the event of a fire?	✓					
22	Are you aware of the fire assembly point?	✓					
23	Do you know what and where the fire alarm is?	✓					
26	Is protective clothing and equipment provided where needed?	✓					
27	Is it effective?	✓					
28	Do you do any lifting, if no proceed to question 49.	✓					
29	Does the task involve holding a load away from your body?		✓				
30	Does the task involve reaching upwards?		✓				
31	Does the task involve strenuous pushing or pulling?		✓				
32	Does the task involve moving or carrying a load over a long distance?		✓				
33	Does the task involve excessive or continuous lifting?		✓				
34	Does the task involve stooping to lift or lower the load?		✓				
35	Does the task involve twisting the trunk?		✓				

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36	Does the task involve repetitive or prolonged handling?		✓				
37	Does the task involve unusual strength or height?		✓				
38	Does the task involve sudden / unpredictable movements?		✓				
39	Are there others to assist with lifting?	✓					
40	Are packages heavy?		✓				
41	Are packages bulky?	✓		✓			
42	Are packages difficult to hold?		✓				
43	Are packages unstable?		✓				
44	Do packages have contents that are sharp?		✓				
45	Do packages have contents that are awkward in size?		✓				
46	Do packages have contents that are potentially dangerous?		✓				
47	Do packages have contents that are likely to move?		✓				
48	Do packages have Hazardous substances present?	✓		✓			
49	Have you been trained on good ergonomic practices?	✓					
50	Have you been given all available information on the use of display screen equipment?	✓					
51	Is there a system to report faults relating to equipment including display, computer etc?	✓					
52	Are you taking appropriate breaks from your computer screen?	✓					
53	Is your chair in good working condition and adjustable?	✓					
54	Do you sit correctly in the chair?	✓					
55	Can you place both feet flat on the floor?	✓					

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56	If not, is a footrest provided?	✓					
57	Is your chair adjusted to the proper height for your work station?	✓					
58	Is the desk high enough for you to sit comfortably?	✓					
59	Can you work comfortably at your workstation?	✓					
60	Is the screen free from glare and reflections?	✓					
61	If not, is a screen filter provided?	✓					
62	Do you know you Viamed pays for your annual eye tests?	✓					
63	Do you have yours eyes tested annually?	✓					
64	Do you have a pre-existing medical condition or health problem?	.	✓				
65	Are you pregnant?		✓				
66	Do you think you work in a non-discriminatory Atmosphere?	✓					
67	Do you think you work in a calm Atmosphere?	✓					
68	Do you think you work in a non-confrontational Atmosphere?	✓					
69	Do you feel burnt out?		✓				
70	Can we do anything to be emotionally protective in the current environment?		✓				
71	Are Management Approachable to Staff Issues?	✓					
72	Is the Management Response to Staff Concerns / Issues ok?	✓					