

<b><u>Risks / Hazards and 7.1.4 Environment Of Operations</u></b> <b><u>Personnel Questionnaire</u></b>							
Name: <i>RYAN SWAINE</i>	Area: <i>WAREHOUSE OFFICE</i>						
Date: <i>01/08/2023</i>	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"/>						
2 Is there sufficient lighting?	<input checked="" type="checkbox"/>						
3 Is the temperature comfortable?	<input checked="" type="checkbox"/>						
3 Is the humidity comfortable?	<input checked="" type="checkbox"/>						
4 Is the heating comfortable?	<input checked="" type="checkbox"/>						
5 Is there any problem with air flow?	<input checked="" type="checkbox"/>						
6 Are there any problems with hygiene?	<input checked="" type="checkbox"/>						
Is the area around the workstation / workbench clear of any 7 obstructions?	<input checked="" type="checkbox"/>						
8 Are walkways clear of obstructions?	<input checked="" type="checkbox"/>						
9 Are items stacked on shelving properly?	<input checked="" type="checkbox"/>						
10 Is the flooring slippery, uneven, sloped or have holes?	<input checked="" type="checkbox"/>						
11 Is there any loose or ripped carpeting?	<input checked="" type="checkbox"/>						
12 Are radiators clear of anything combustible?	<input checked="" type="checkbox"/>						
13 Do any cables or wires run across the floor?	<input checked="" type="checkbox"/>						
14 Are all electrical cables in good condition?	<input checked="" type="checkbox"/>						

## Sheet1

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? Have you been trained in the use of Fire extinguishers and fire prevention techniques?	/					
19 Do you know that information on fire extinguishers - location and uses 20 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? Can we do anything to be emotionally protective in the current 70 environment?	/					
71 Are Management Approachable to Staff Issues?	/					
72 Is the Management Response to Staff Concerns / Issues ok?	/					