ESTATES OFFICE RISK ASSESSMENT REVISION TABLE

Revision No.	Date of Rev.	Brief Description of Revision	Location
		Note: This Front Sheet Revision Table Commenced in Dec 2016.	
No.5	**Dec 16th 2016**	**Annual Review** • Addition of 'Front Sheet R*evision table' to Risk Assessment Document* • Deletion of Activity "Road Sweeper" as this activity no longer carried out by Institute Staff. • Sheet 1d requirement for testing of MCB'S removed as not a legislative requirement	Sheet 7 (b)
No. 6	**25th March 2019**	**Annual Review** • Addition of Sheet 10 – Waste Compound • Addition of Fire Risk Assessment in relation to the collection and storage of lithium batteries prior to waste collection. • Estates Risk Assessment table updated to include Sheet 10	Sheet 10 (a) & 10 (b) Sheet 10 (b)
No. 7	**14th April 2020**	**Annual Review** • Addition of Sheet 11 – Driving for work • Addition of Sheet 12 – Use of Utility Vehicle • Estates Risk Assessment table updated to include Sheet 11 & Sheet 12	Sheet 11 Sheet 12
No. 8	**27th April 2021**	**Annual Review** • No revisions required.	
No. 9	**26th April 2021**	**Annual Review** • No revisions noted.	
No. 10	**25th April 2022**	**Annual Review** • No revisions noted.	
No. 11	**03rd April 2023**	**Annual Review** • No revisions noted.	
No.12	**22nd April 2024**	**Annual Review** • No revisions noted.	

No.13	**02nd April 2025**	**Annual Revision** • Addition of RA Sheet 13 – Impact of construction project works adjacent to live working areas • Reference to Use of Tractor removed from RA Sheet 4(b) Landscaped areas. Tractor no longer in use. • Reference to Trocal removed from RA Sheet 5(c) Roofs. Trocal roof covered no longer in place (replaced with felt).	Sheet 13 Sheet 4(b) Sheet 5(c)

Estates Risk Assessment

Includes the following:

1. All areas – Sheet 1a, 1b, 1c, 1d
2. Carpentry workshop – Sheet 2a, 2b
3. Plant Rooms, Switch Rooms & Service Ducts – Sheet 3a
4. Carparks, Roads, Footpaths, Landscaped Areas, Sport fields – Sheet 4a, 4b,4c,
5. Routine Maintenance, Decoration, Repair & Construction – Sheet 5a,5b,5c,5d, 5e
6. Cleaning – Sheet 6a,6b
7. Building Services – Sheet 7a, 7b,
8. All areas ¬ Sheet 8a
9. Swimming Pool, gym areas ,Sheet 9a
10. Waste Compound
11. Driving for Work
12. Use of Utility Vehicle
13. Impact of construction project works adjacent to live working areas

DKIT - QUANTITATIVE RISK ASSESSMENT FORM Sheet No. 1 a)						DATE:- April 2025
AREA:- Premises & Estates	**Location:- All Areas**				**Assessment Carried out by:- Conor Lait**	
		Proba-	**Sev-**	**Risk**		
Activity/Task	**Hazards**	**bility**	**erity**	**Factor**	**Controls in Place**	**Additional Controls Required**
FIRE: The following areas in the Estates Dept have been rated as follows, in terms of the risk posed by the threat of fire, due to the different level of activity that takes place in each area.	Fire is a universal hazard in any work environment, which poses the following hazards to everybody: Burns, smoke inhalation, injuries due to in orderly evacuation, post-traumatic stress.	**1 to 3**	**1 to 3**		Staff are advised to read Safety Statement in relation to Institute policies & procedures as regards fire prevention, control & emergency evacuations. Fire safety Register is maintained by Estates office and updated on regular basis as required. All Fire	Manual outlining emergency evacuation procedures is available on the website and all Staff have been formally reminded. All staff are required to read and familiarise themselves with the emergency evacuation procedures. All staff are required to co-operate fully with the procedures outlined in the manual.
a) Offices, Stores, Public Areas		1	3	3	Prevention equipment is checked and regularly maintained as required.	See SWPS 1,3,4,9
b) IT Training Rooms		1	3	3		
c) Plant Rooms, Workshops	If not ergonomically sited, this can lead to stress and strain. Trailing leads	1	3	3		
Visual Display Equipment in Offices,		1	3	3	All new office equipment complies with E.U Directives for ergonomic performance - S.I. 144 of 1993	All workstations will be inspected to evaluate hazards posed. See SWPS 7

Moving around in all areas; i.e. Offices, Plant Rooms, Workshops, Stores common areas	Slips, trips and falls.	2	2	4	Caretakers and Cleaning staff are instructed to keep all walkways and common areas clear and free from obstructions. All spillages to be immediately cleaned up.	All staff to notify immediate supervisor in the event of any spillage/obstruction noted. Staff are advised to keep plant rooms and Store rooms clear. See SWPS 1,9
Manual handling in all areas	Back strain, injuries to hands/feet	2	2	4	All staff are advised not to lift or engage in moving any loads unless they have been trained in safe manual handling techniques, and the task is within their physical capability.	See SWPS 14
	KEY					
PROBABILITY	**SEVERITY**	**RISK FACTOR**				
Probable 3	Critical 3	1-3 Low Risk				
Possible 2	Serious 2	4 Medium Risk				
Unlikely 1	Minor 1	6-9 High Risk				

DKIT - QUANTITATIVE RISK ASSESSMENT		Sheet No. 1 (b)				DATE: April 2025
AREA:- Premises & Estates	**Location:-** All Areas				**Assessment carried out by:**	**Conor Lait**
Activity/Task	**Hazards**	**Proba-bility 1 to 3**	**Sev-rity 1 to 3**	**Risk Factor**	**Controls in Place**	**Additional Controls Required**
CHEMICAL SUBSTANCES: Chemical substances are in use in some areas with the Institute. A chemical is regarded as any substance (solid, liquid, aerosol or gas) which is used for the purpose or reacting with or effecting a change in another material. This definition extends beyond the narrow context of laboratory use and embraces broadest possible interpretation. It includes substances such as solvents, cleaning fluids, detergents, glues/resins, drain cleaners, paint strippers, preserving fluids as well as chemical reagents. These consist of seemingly harmless readily available substances to highly specialised and reactive laboratory Agents.	Acute or chronic poisoning resulting from ingestion, inhalation or absorption through the skin. Chemical burns. Some chemicals such as carcinogens may cause cancer. Can interfere with the normal development of the foetus. Can detonate under certain circumstances. Can cause fire or spontaneous ignition.	1	3	3	Chemicals in use in any area of the are identified by Material Data Sheets and Safe. Work Practice Sheets pertaining to the area in which they are used. These sheets identify the chemicals to be found and the practices to be adopted when handling them. Access to chemicals in workshops is controlled by technicians in charge of that particular area. Hazardous substances are available to students only under the supervision of competent staff.	Staff are given instruction in relevant Safe Work Practices pertaining to each area. See SWPS 6

Walking, Cleaning	Needle Stick Injuries	1	3	3	Bins in buildings regularly emptied, floors cleaned…External grounds regularly cleaned & inspected	See SWPS 21

	KEY	
PROBABILITY	**SEVERITY**	**RISK FACTOR**
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium Risk
Unlikely 1	Minor 1	6-9 High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT	Sheet No. 1 (c)					DATE: April 2025
AREA:- Premises & Estates	**Location:-** All Areas				**Assessment carried out by:**	**Conor Lait**
Activity/Task	**Hazards**	**Proba-bility 1 to 3**	**Sev-rity 1 to 3**	**Risk Factor**	**Controls in Place**	**Additional Controls Required**
Storage and retrieval of material	Slips, trips, falls, cuts back injury, sprains falling objects	1	3	3	Keep all pathways clear. Do not climb on shelves or on storage racks. Store similar material together e.g., round with round, flat with flat etc. Store heavy materials near to ground and lighter material on upper shelves. Do not store above storage rack end Stops. Store all material on racks parallel to the aisle Seek assistance as required with heavy and difficult loads.	See SWPS 1,9,10,20
Storage hazardous materials & substances	Fire, slips	2	2	4	Only store small quantities of flammable liquid in store to suit daily requirements Read and obey Safe Work Practice Sheets. Take heed of hazard warning notices.	See SWPS 1,4,12,20

	KEY	
PROBABILITY	**SEVERITY**	**RISK FACTOR**
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium Risk
Unlikely 1	Minor 1	6-9 High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT		Sheet No. 1 (d)				DATE: April 2025
AREA:- Premises & Estates	**Location:- All Areas**				**Assessment carried out by:**	**Conor Lait**
Activity/Task	**Hazards**	**Probability** **1 to 3**	**Severity** **1 to 3**	**Factor**	**Controls in Place**	**Additional Controls Required**
Use of portable appliances and low voltage electricity	Risk of shock to person Fire or explosion Unauthorised Risk	1.5	3	4.5	All electrical equipment to be risk assessed and PAT tested on a yearly basis if required. All RCD's to be tested once per annum. Only competent persons are permitted to operate portable appliances	Staff to be trained in use of PAT equipment. See SWPS 5
Untidy work area	Slips, trips or falls	1	3	3	Staff are instructed to co-operate In keeping work areas clean and tidy And free from obstruction.	See SWPS 1, 9,10
Presence of Radon Gas	Carcinogenic to persons	1	3	3	Radon survey carried out on all New buildings	
Leptospirosis	Disease that can be fatal				Rodent control programme in place	See SWPS 22

	KEY	
PROBABILITY	**SEVERITY**	**RISK FACTOR**
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium Risk
Unlikely 1	Minor 1	6-9 High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT	Sheet No. 2 (a)					DATE: April 2025
AREA:- Premises & Estates	**Location:-** Carpentry workshop				**Assessment carried out by:**	**Conor Lait**
Activity/Task	**Hazards**	**Proba-bility 1 to 3**	**Sev-rity 1 to 3**	**Risk Factor**	**Controls in Place**	**Additional Controls Required**
Moving around the workshop. General use of workshop equipment and facilities	Slips trips and falls. Eye injury, cuts, crush injury, amputation. Burns, fume Inhalation, poisoning Unauthorised use	1	3	3	Designated walkways are marked out on the floors. Machine guards are extensively available and must be used for self-protection and to prevent injury to others. First Aid is available for minor injuries and the Institute Nurse is on call in the event of more serious accidents. Safe Work Practice sheets are posted prominently. Hazard warning Notices are in place. Eating, drinking And using mobile phones is Banned in the area Only competent and authorised persons will be permitted to use workshop equipment	See SWPS 26,27
General use of workshop equipment and facilities	Atmospheric contamination leading to ill-health due to ingestion, inhalation.	1	3	3	Dust masks to be used at all times when using any workshop equipment which generate dust. Dust extraction system in place in workshop.	Regular re-iteration of safe work practices and continued identification and minimization of hazards. Dust extraction system regularly inspected & maintained. See SWPS 26,27

	KEY	
PROBABILITY	**SEVERITY**	**RISK FACTOR**
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium Risk
Unlikely 1	Minor 1	6-9 High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT	Sheet No. 2 (b)					DATE: April 2025
AREA:- Premises & Estates	**Location:-** Carpentry workshop				**Assessment carried out by:**	**Conor Lait**
Activity/Task	**Hazards**	**Proba-bility** **1 to 3**	**Sev-rity** **1 to 3**	**Risk Factor**	**Controls in Place**	**Additional Controls Required**
Using hand tools such as files screwdrivers, files, wrenches, chisels, punches, hammers etc	Cuts, abrasions, eye injury, sprains, impact injury (hammers) Cuts, abrasions, eye	1	3	3	Safe work practices are taught Instruction and supervision provided so as to minimise risk. Take heed of hazard warning notices.	See SWPS 27,28
General use of workshop equipment and facilities.	Fire is a universal hazard in all areas of the Institute, but the use and storage of oils, grease and flammable gases poses an increased risk.	1	3	3	Fire extinguishers and blankets are available in all areas of the Institute Fire drills are carried out. Staff and students receive evacuation training.	Locations of Fire extinguishers to be highlighted and access kept clear at all times Co2 extinguishers required for small and or electrical fires. See SWPS 1,9,20
Circular Saw	Eye injury, cuts	1	3	3	Safe work practices are taught Instruction and supervision provided so as to minimize risk.	See SWPS 29

	KEY	
PROBABILITY	**SEVERITY**	**RISK FACTOR**
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium Risk
Unlikely 1	Minor 1	6-9 High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT	Sheet No. 3 (a)					DATE: April 2025
AREA:- Premises & Estates	**Location:-** Plant Rooms/Switch Rooms/Service ducts				**Assessment carried out by:**	**Conor Lait**
Activity/Task	**Hazards**	**Proba-bility 1 to 3**	**Sev-rity 1 to 3**	**Risk Factor**	**Controls in Place**	**Additional Controls Required**
Un-authorised access storage and moving around Plant ,Switch Rooms & Service Ducts	Accidents due to lack of awareness & familiarity with Surroundings.	1	3	3	All doors display relevant signage re authorized personnel only, risk of shock, lone working area. danger, and no storage.	Electronic self locking ironmongery on all doors. See SWPS 11,12,105 Lone working Procedure to be used.
Untidy work area	Slips trips or falls	1	3	3	Staff are instructed to cooperate in keeping areas clean and tidy and free from obstruction.	See SWPS 1, 9,20
Swimming Pool Plant Room	Chemical Mixing	2	2	6	Plant room control and operation managed by competent " Leisure Handler"	

	KEY	
PROBABILITY	**SEVERITY**	**RISK FACTOR**
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium Risk
Unlikely 1	Minor 1	6-9 High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT	Sheet No. 4 (a)					DATE: April 2025
AREA:- Premises & Estates	**Location:-** Car parks, roads & footpaths				**Assessment carried out by:**	**Conor Lait**
Activity/Task	**Hazards**	**Proba-bility 1 to 3**	**Sev-rity 1 to 3**	**Risk Factor**	**Controls in Place**	**Additional Controls Required**
Inappropriate Parking in carparks, on roads & on footpaths	Injury to persons & property, particularly to disabled, visually impaired	2	2	4	All car parking spaces are marked out. Double yellow lines in Position where it is illegal to park	Clamping of illegally parked vehicles is carried out on an ongoing basis by a car park management company. See SWPS 18
Inappropriate parking by Delivery vehicles	Injury to persons & property.	2	2	4	All deliveries directed to Goods Inwards office at Hoeys' Lane Entrance to North Block	Service Yards provided at HTB & Students Bar Service Yard will be provided to new Restaurant/Theatre
Inappropriate Parking By buses	Injury to persons & property.	2	2	4	Set down areas provided for buses	See SWPS 18
Accumulation of debris & rubbish	Injury to persons & property.	2	2	4	Car parks Roads & Footpath are cleaned on a regular basis.	
Speeding	Injury to persons & property.	2	2	4	Max. speed limit 20 MPH in place with appropriate signage	Ramps in position
Pedestrian Traffic	Slips , trips & falls	1	2	2	Maintenance Request System in place To receive requests	See SWPS 10
Crossing roads from footpaths	Injury to persons & Property	2	2	4	Pedestrian Crossings are provided. Footpaths are set down at crossings To allow for ease of access. Tactile paviors are provided	

	KEY	
PROBABILITY	**SEVERITY**	**RISK FACTOR**
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium Risk
Unlikely 1	Minor 1	6-9 High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT	Sheet No. 4 (b)					DATE: April 2025
AREA:- Premises & Estates	**Location:-** Landscaped areas				**Assessment carried out by:**	**Conor Lait**
Activity/Task	**Hazards**	**Proba-bility 1 to 3**	**Sev-rity 1 to 3**	**Risk Factor**	**Controls in Place**	**Additional Controls Required**
Grass-cutting, trimming & Hedge cutting in proximity to staff in open areas	Injury to persons & property from flying stones. & debris	1	3	3	Bid document identifies risk, and seek method statement from landscaping contractor	see SWPS 102
Use of Chemical Substances in proximity to staff in open areas	Poisioning,Burning, Carcinogenic, Fire	1	3	3	Bid document identifies risk, and seek method statement from landscaping contractor	See SWPS 102
Accumulation of debris & rubbish	Injury to persons & property.	2	2	4	Car parks Roads & Footpath are cleaned on a regular basis.	
Use of power washer	Slips, pressurized water petrol	1	3	3	Institute staff trained in use of power washer	See SWPS 107

	KEY	
PROBABILITY	**SEVERITY**	**RISK FACTOR**
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium Risk
Unlikely 1	Minor 1	6-9 High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT	Sheet No. 4 (c)					DATE: April 2025
AREA:- Premises & Estates	**Location:-** Sportsfields (Artificial & Grass)				**Assessment carried out by:**	**Conor Lait**
Activity/Task	**Hazards**	**Proba-bility 1 to 3**	**Sev-rity 1 to 3**	**Risk Factor**	**Controls in Place**	**Additional Controls Required**
Defective Surfaces	Possible serious injury	2	2	4	All surfaces are regularly maintained by appropriate landscape & Artificial Grass Contractor .	N/A
Obstruction of vehicular Entrance to Complex	Ambulance unable to Gain access	2	2	4	Traffic Management policy in place which includes clamping of illegally parked cars	Signage in place. See SWPS 18

	KEY	
PROBABILITY	**SEVERITY**	**RISK FACTOR**
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium Risk
Unlikely 1	Minor 1	6-9 High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT		Sheet No. 5 (a)				DATE: April 2025
AREA:- Premises & Estates	**Location:-** All areas				**Assessment carried out by:**	**Conor Lait**
Activity/Task	**Hazards**	**Proba-bility 1 to 3**	**Sev-rity 1 to 3**	**Risk Factor**	**Controls in Place**	**Additional Controls Required**
Routine maintenance (which Involves one contractor and does Not involve a particular risk and Will be completed in less than 30 Working days and will involve Less than 500 person days)	Accident due to poor planning procedures and construction methods.	1	3	3	Client appoints competent Designers and contractors	All maintenance tender packages to Contain reference to new Legislation & contain hazard identification. See SWPS 102 Contractors Code of Conduct Document
Routine maintenance which Involves more than one contractor Or involves a particular risk, will Be completed in less than 30 days And will involve less than 500 days	Accident due to poor planning procedures and construction methods.	1	3	3	Client To appoint Competent PSDP & PSCS Installer/ contractor can perform both roles.	Assess competence of PSDP & PSCS All maintenance tender packages to Contain reference to new legislation & contains hazard identification. See SWPS 101
Construction Projects of short duration involves one or more contractors , and will be completed in less than 30 days and will involve less than 500 persons days	Accident due to poor planning procedures and construction methods.	1	3	3	Client to appoint competent PSDP & PSCS	Assess competence of PSDP & PSCS Health & Safety Plan prepared See SWPS 101 Contractors Code of Conduct Document
Construction Project of long duration which involves one or more contractors and will take longer than 30 days to complete or will involve more than 500 days.	Accident due to poor planning procedures and construction methods.	1	3	3	Client to appoint PSDP & PSCS. Notify HSA and submit completed AF1 Form	Assess competence of PSDP & PSCS Health & Safety Plan prepared See SWPS 101 Contractors Code of Conduct Document

	KEY	
PROBABILITY	**SEVERITY**	**RISK FACTOR**
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium Risk
Unlikely 1	Minor 1	6-9 High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT		Sheet No. 5 (b)				DATE: April 2025
AREA:- Premises & Estates	**Location:-** All areas				**Assessment carried out by:**	**Conor Lait**
Activity/Task	**Hazards**	**Proba-bility 1 to 3**	**Sev-rity 1 to 3**	**Risk Factor**	**Controls in Place**	**Additional Controls Required**
Routine Maintenance including Institute staff	Slips, trips & falls Possible fire hazard	2	2	4	All contractors required to clean up after work operations.	All students and staff are required to co-operate in keeping all areas free from rubbish and debris see SWPS 102, 1, 3, 9,14
Routine Maintenance including Institute staff	Trips falls , dropping of tools from height	1	3	3	All contractors and Institute staff to operate a safe system of work.	See SWPS 102, 13.
Routine Maintenance including Institute staff	Use of ladders scaffold tower	1	3	3	Institute staff trained in use of ladders & scaffold tower	See SWPS 14, 102,13
Building or Renovation work	Disturbing asbestos	1	3	3	An RD Asbestos Survey to be conducted before any works to North or South Buildings and PJ Carrolls. An Asbestos Survey has been carried out on all other buildings.	Asbestos Register in place on S drive
Excavation Work	Disturbing asbestos cement pipes	1	3	3	An RD Asbestos Survey to be conducted before any excavation works are carried out.	

	KEY	
PROBABILITY	**SEVERITY**	**RISK FACTOR**
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium

				Risk	
Unlikely	1	Minor	1	6-9	High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT	Sheet No. 5 (c)					DATE: April 2025
AREA:- Premises & Estates	**Location:-** Roofs				**Assessment carried out by:**	**Conor Lait**
Activity/Task	**Hazards**	**Proba-bility 1 to 3**	**Sev-rity 1 to 3**	**Risk Factor**	**Controls in Place**	**Additional Controls Required**
Access and egress to roofs	Accidents involving people accessing and egressing Roofs. Falls from heights Serious injuries; potential fatalities	1	3	3	Only designated routes to be used. All doors display relevant signage re danger, restricted access, lone working, harness use,	Electronic self-locking ironmongery on all doors. Edge protection required to roof of North Building. See SWPS 3,11,12,105
Maintenance of fall arrest system	Falls from heights Serious injuries; potential fatalities	1	3	3	Maintained in accordance with with manufacturer's instructions	Bid document identifies risks and seeks a method statement. Contractor appointed PSDP & PSCS. See SWPS 101
Lighting Conductor Maintenance	Falls from heights Serious injuries; potential fatalities	1	3	3	Maintained in accordance with manufacturers instructions	Bid document identifies risk, and seek method statement Contractor appointed PSDP & PSCS See SWPS 101
Maintenance, roof repairs Maintenance of roof mounted plant by outside contractor.	Falls from heights Serious injuries; potential fatalities	1	3	3	Institute staff trained in harness use	Bid document identifies risks and seeks a method statement. Contractor appointed PSDP & PSCS. See SWPS 101
Slips, trips and falls	Slips on roof Serious injuries; potential fatalities	1	3	3	Ensure that required PPE is worn, particularly footwear. Surfaces can be particularly slippy when wet.	See SWPS 3,11,12 Hazard identified in bid documents Signage re slipping hazard for RDC, North Block & Faulkner Buildings at entry point to roof. Institute staff informed.
	KEY					

PROBABILITY	SEVERITY	RISK FACTOR
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium Risk
Unlikely 1	Minor 1	6-9 High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT Sheet No. 5 (d)						DATE: April 2025
AREA:- Premises & Estates	**Location:-** External Doors				**Assessment carried out by:**	**Conor Lait**
Activity/Task	**Hazards**	**Proba-bility 1 to 3**	**Sev-rity 1 to 3**	**Risk Factor**	**Controls in Place**	**Additional Controls Required**
Defects to doors – doors are difficult/impossible to open/close/lock/secure	Injury to persons & property	2	2	4	Maintenance staff check & rectify all doors at least annually	Maintenance request system in operation on DkIT website - available to all staff Restrict number of doors available for through traffic by alarming same.
Doors are caught by wind gusts	Injury to persons & property	2	2	4	Maintenance staff check & rectify all doors at least annually	Maintenance request system in operation on DKIT website - available to all staff Restrict number of doors available for through traffic by alarming same.
Doors left unsecured	Security Risk	2	2	4	All doors systematically checked at night and weekends by caretaking staff and external security	

	KEY	
PROBABILITY	**SEVERITY**	**RISK FACTOR**
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium Risk
Unlikely 1	Minor 1	6-9 High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT	Sheet No. 5 (e)					DATE: April 2025
AREA:- Premises & Estates	**Location:-** Utilities/Services				**Assessment carried out by:**	**Conor Lait**
Activity/Task	**Hazards**	**Proba-bility 1 to 3**	**Sev-rity 1 to 3**	**Risk Factor**	**Controls in Place**	**Additional Controls Required**
Encounter services during course of routine maintenance which involves excavation Gas, Electricity, water mains, drainage, comms.	Injury to persons & possible fatality .explosion.	1	3	3	All contractors working on site are obliged to survey site in advance of carrying out any excavation works. In the case of services such as Gas, ESB and Eircom cables Contractors are obliged to liaise with relevant Statutory Authorities prior to commencement of works. Method statements required from contractors prior to commencement of works. Contractors also Required to liaise with Estates Office and Design Teams (Capital Projects)	All Services and Utilities are recorded on Campus Utilities Drawing which is regularly updated by the DKIT Estates Office. This DWG is provided to Design Teams and Contractors as a means of assisting in the location of services, prior to commencement of works. The availability of this DWG. does not relieve the contractor of the ultimate responsibility to ascertain the location of underground services and utilities prior to the commencement of excavation works Appointment of competent PSDP and PSCS who will carry out Safety Plan for works See SWPS 101,102

	KEY	
PROBABILITY	**SEVERITY**	**RISK FACTOR**
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium Risk
Unlikely 1	Minor 1	6-9 High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT Sheet No. 6 (a)						DATE: April 2025
AREA:- Premises & Estates	**Location:-** All Areas				**Assessment carried out by:**	**Conor Lait**
Activity/Task	**Hazards**	**Proba-bility 1 to 3**	**Sev-rity 1 to 3**	**Risk Factor**	**Controls in Place**	**Additional Controls Required**
Accumulation of rubbish	Slips, trips & falls Possible fire hazard	2	2	4	All contractors required to clean up after work operations. Caretakers required to keep all area free of rubbish	All students and staff are required to co-operate in keeping all areas free from rubbish and debris See SWPS 9,10,20
Work areas not clearly defined	Slips, trips & falls	2	2	4	Work areas to be clearly defined and cordoned off with signs & cones. Floor cleaning to be carried out when traffic volume low.	All students and staff are required to co-operate in heeding any signage erected By caretakers or external cleaning contractor. See SWPS 9,10,20
Manual Handling	Back Injury	2	3	6	Read and obey Safe Work Practice Sheets re Manual Handling	All institute cleaning staff to attend manual handling training. See SWPS 14
Faulty electrical equipment	Electric Shock Possible fire hazard	2	3	6	All electrical equipment to be risk assessed and PAT tested on a yearly basis if required. All RCD'S to be tested once per annum. All MCB'S to be tested	All wiring circuits in Institute are protected By ELCB. See SWPS 5
Cuts & Abrasions	Possible infection	2	2	2	All cuts should receive First aid treatment Immediately.	First Aid Boxes positioned throughout Institute and are regularly maintained.
Use of baler compactor	Cuts, crushing	1	3	3	Institute staff trained in use of baler	See SWPS 103
	KEY					
PROBABILITY	**SEVERITY**	**RISK FACTOR**				

Probable	3	Critical	3	1-3	Low Risk
Possible	2	Serious	2	4 Risk	Medium
Unlikely	1	Minor	1	6-9	High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT	Sheet No. 6 (b)					DATE: April 2025
AREA:- Premises & Estates	**Location:-** All Areas – External fabric				**Assessment carried out by:**	**Conor Lait**
Activity/Task	**Hazards**	**Proba-bility 1 to 3**	**Sev-rity 1 to 3**	**Risk Factor**	**Controls in Place**	**Additional Controls Required**
Window cleaning	Fall from height Danger to public	1.5	3	3.5	Bid document identifies risks and seeks a method statement. Contractor appointed PSDP & PSCS. Only a competent contractor will be appointed to carry out this task.	See SWPS 101 Contractors Code of Conduct Document

	KEY	
PROBABILITY	**SEVERITY**	**RISK FACTOR**
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium Risk
Unlikely 1	Minor 1	6-9 High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT	Sheet No. 7 (a)					DATE: April 2025
AREA:- Premises & Estates	**Location:-** All Areas				**Assessment carried out by:**	**Conor Lait**
Activity/Task	**Hazards**	**Proba-bility 1 to 3**	**Sev-rity 1 to 3**	**Risk Factor**	**Controls in Place**	**Additional Controls Required**
Gas Boiler Servicing	Serious Injury to or possible fatality. Possible explosion, serious disruption.	1.5	3	3.5	All contractors must be suitably qualified and registered with Bord Gais or equivalent certification body.	Bid document identifies risks and seeks a method statement. Contractor appointed PSDP & PSCS. See SWPS 101, 102
Passenger & Goods Lift servicing	Injury to persons from falling, crushing or electrical shock	1.5	3	3.5	All contractors must be competent and qualified to service passenger & goods lift installations in accordance with ISEN81	Bid document identifies risks and seeks a method statement. Contractor appointed PSDP & PSCS. See SWPS 101, 102
Use of lift by Institute staff, students or visitors	Trapped in lift car due to , Mechanical, Electrical failure of lift apparatus	1.5	3	3.5	All lifts to have in car communication system and alarm buttons. All caretaking staff to be trained in lift rescue.	All caretaking staff to be trained in lift rescue
Use of water through out institute for catering, cleaning and bathing	Legionella can form in stagnant water	1.5	3	3.5	Water risk assessment completed .Hot & cold water installation to be treated in accordance with HAS "The control of Legionella Bacteria in Water Systems"	Contractor to carry out maintenance contract in accordance with DKIT bid document. Bid document will identify risks and seek a method statement. See SWPS 102

	KEY	
PROBABILITY	**SEVERITY**	**RISK FACTOR**
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium Risk
Unlikely 1	Minor 1	6-9 High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT	Sheet No. 7 (b)					DATE: April 2025
AREA:- Premises & Estates	**Location:-** All Areas				**Assessment carried out by:**	**Conor Lait**
Activity/Task	**Hazards**	**Proba-bility 1 to 3**	**Sev-rity 1 to 3**	**Risk Factor**	**Controls in Place**	**Additional Controls Required**
Use of compressed Air	Danger of explosion, injury to persons .	1	3	3	All air compressors subject to annual inspection by Insurance company. Only competent persons will be permitted to Use compressed air systems.	All air compressors receive annual maintenance. Contractor appointed PSDP & PSCS Bid document to highlight risks and seek Method statement. See SWPS 108 , 101
Fire related building services	Risk of injury to person from fire due to failure of fire related building service	1	3	3	Following Fire related systems are systematically checked & recorded in fire register. Fire detection systems, Fire extinguishers & hose reels, fire hydrants, smoke vents, smoke curtains, hold open & close devices to Doors, internal fire doors & final emergency exit routes & doors, emergency lighting	
Medium Voltage Switchgear	Risk of shock or explosion risk of serious injury, fatality and disruption to Institute activities	1.5	3	3.5	Maintenance of High Voltage Equipment in accordance with manufacturers recommendations	Training of staff in use of medium voltage switchgear. Contractor to be appointed PSDS & PSCS, Bid document to identify risk & seek Method statement. See SWPS 101
Cardboard Baler	Risk of Injury from cuts, entrapment, and objects falling.	1	2	2	Operating Instruction posted on baler	See SWPS 103

	KEY	
PROBABILITY	**SEVERITY**	**RISK FACTOR**
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium Risk
Unlikely 1	Minor 1	6-9 High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT		Sheet No. 8 (a)				DATE: April 2025
AREA:- Premises & Estates	**Location:-** All Areas				**Assessment carried out by:**	**Conor Lait**
Activity/Task	**Hazards**	**Proba-bility 1 to 3**	**Sev-rity 1 to 3**	**Risk Factor**	**Controls in Place**	**Additional Controls Required**
Major Crisis/Emergency	Persons exposed to risk	2	3	6	Emergency Plan developed.	See Safe work practice sheet 2
Working off campus	Employee Exposed to risk	2	2	4	See SWPS 8	
Event organisation	Person exposed to risk of accident	Variable	Variable	Variable	See SWPS 15	
Pregnant Employees	Risk from chemicals ,posture, excessive temperature and manual handling.	2	3	6	See SWPS 16	
Field Trips	Range of Hazards See SWPS 19	2	3	6	See SWPS 19	
Bullying and Harassment	Range of hazards See SWPS 23	2	3	6	See SWPS 23	See SWPS 23
Dealing with Aggression in the Workplace	Range of Hazards See SWPS 24	1	3	3	Caretakers attend training.	See SWPS 24

	KEY	
PROBABILITY	**SEVERITY**	**RISK FACTOR**
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium Risk
Unlikely 1	Minor 1	6-9 High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT **Sheet No. 9 (a)** **DATE: April 2025**

AREA:- Premises & Estates **Location:-** Dkit Sport **Assessment carried out by:** Conor Lait

Activity/Task	Hazards	Proba-bility 1 to 3	Sev-rity 1 to 3	Risk Factor	Controls in Place	Additional Controls Required
Swimming	Drowning,Disease,Chemical Exposure, Electrical Shock	2	3	6	Operational day to day management of Swimming Pool Is being carried out by Third Party Leisure Handler	
Use of Jacuzzi	Drowning,Disease,Chemical Exposure, Electrical Shock	2	3	6	Operational day to day management of Jacuzzi Is being carried out by Third Party Leisure Handler	
Use of Steam Sauna	Prolonged increase in body temp, (Risk to pregnant women and persons with cardiovascular conditions)nausea,dizziness, Disease, Electrical Shock.	2	3	6	Operational day to day management of Sauna Is being carried out by Third Party Leisure Handler	
Swimming Pool Plant Room	Risk of Fumes from Chemical Mixing,Explosion,Spillages	2	3	6	Operational day to day management of Plant Room Is being carried out by Third Party Leisure Handler	
Use of Gym Equipment	Risk of injury due to inappropriate use	2	2	4	Operational day to day management of gym equipment is being carried out by Third Party Leisure Handler	

	KEY	
PROBABILITY	**SEVERITY**	**RISK FACTOR**
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium Risk
Unlikely 1	Minor 1	6-9 High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT **Sheet No. 10** **DATE: April 2025**

AREA:- Premises & Estates **Location:- Waste Compound North Building & Carroll Building** **Assessment carried out by:** **Conor Lait**

Activity/Task	Hazards	Proba-bility 1 to 3	Sev-rity 1 to 3	Risk Factor	Controls in Place	Additional Controls Required
Security	Access by Unauthorised person	1	2	2	Gate to be kept locked at all times. Warning signage to be instated at entrance points – No Access for Unauthorised persons.	See SWPS 003 – Access and Egress See SWPS 004 – Fire Safety See SWPS 024 – Aggression in the workplace
Collection Of Waste	Manual Handling Accumulation of waste Weils Disease Needle stick Injuries	1	2	2	Manual handling aids to be used for the collection of waste. Observe good manual handling techniques as per training. Protective gloves to be worn. Any cuts or abrasions to be kept covered. Be observant in general waste bins for the presence of incorrectly disposed of needles / sharps. Report to Housekeeping supervisor and dispose of correctly as per training.	See SWPS – 014 – Manual Handling See SWPS – 004 Fire Safety See SWPS – 022 Weils Disease See SPWS – 020 Storage Areas
Hazardous Waste – Biological and Chemical waste	Biological & Chemical contaminate Fire Labelling Secure Improper Segregation Hazardous Waste Collection	1	3	3	All Chemical and Biological waste to be packaged and labelled clearly. Waste to be stored for collection in the designated area and container within the Waste Compound area. Waste to be segregated correctly. Naked flames or smoking prohibited. Reputable waste removal contractor to be utilised for the	See SWPS 003 – Access and Egress See SWPS 006 – Chemical Agents See SWPS 009 –Housekeeping See SWPS 020 – Storage Areas See SWPS 004 – Fire Safety CLP Regulations ADR School of H & S SWPS Document School of H & S Risk Assessment Document

					removal and disposal of all Chemical & Biological waste.	
Use of Compactor	Crush Injuries Manual Handling Injuries Defective plant	1	3	3	Compactor to be used as per Manufactures instructions. Do not use faulty or broken plant and report any defects immediately. Persons to be trained in the use of the compactor. Compactor to be maintained and serviced on an annual basis.	See SWPS – 014 – Manual Handling See SPWS – 005 – Electrical Safety

	KEY	
PROBABILITY	**SEVERITY**	**RISK FACTOR**
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium Risk
Unlikely 1	Minor 1	6-9 High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT		Sheet No. 10 (b)				DATE: April 2025
AREA:- Premises & Estates	**Location:-** Waste Compound North Building & Carroll Building				**Assessment carried out by:**	**Conor Lait**
Activity/Task	**Hazards**	**Proba-bility 1 to 3**	**Sev-rity 1 to 3**	**Risk Factor**	**Controls in Place**	**Additional Controls Required**
Storage of Lithium Batteries	Fire Improper storage Environmental contamination	1	2	2	Waste batteries to be collected and stored separately from general waste. Waste batteries to be stored in designated WEEE battery box (small blue WEEE labelled boxes) No more than 500g of used lithium batteries to be stored within container at any one time. Waste batteries to be stored in a cool dry place. Waste batteries to be placed in battery barrel and segregated from other waste within the waste compound area. Naked flames or smoking prohibited within and close proximity to the Waste Storage Areas. Do not accumulate large amounts of used batteries. Dispose of on a regular basis. Reputable waste removal contractor to be utilised for the removal and disposal of waste batteries.	WEEE Ireland See SWPS 009 –Housekeeping See SWPS 020 – Storage Areas See SWPS 004 – Fire Safety

	KEY	
PROBABILITY	**SEVERITY**	**RISK FACTOR**
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium Risk
Unlikely 1	Minor 1	6-9 High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT		Sheet No. 11				DATE: April 2025
AREA:- Premises & Estates	**Location:-** On & of Campus				**Assessment carried out by:**	**Conor Lait**
Activity/Task	**Hazards**	**Proba-bility 1 to 3**	**Sev-rity 1 to 3**	**Risk Factor**	**Controls in Place**	**Additional Controls Required**
Use of Estates Van Travel in employees own car on Institutes business	Driver fatigue Driving under the influence of alcohol/drugs Using mobile phones Driving while medically unfit Vehicle failure Inappropriate conduct or speed Behaviour of other road users Inexperienced drivers Lack of familiarity with vehicle Transport of loads & items Breakdown Driving in unfamiliar surroundings or at night	1	3	3	All vehicles display the correct tax, insurance and NCT/DOE certificates. All vehicles are serviced and repaired by competent personnel and records of all such service and repairs should be held by the relevant Department. Drivers hold a full drivers licence and hold a current driver licence for the category of vehicle driven and ensure this licence is carried when driving a company vehicle. Drivers must be medically fit to drive. Take time to familiarise themselves with the vehicle's handbook Carry out a full daily walk around check prior to using the vehicle. Inform the person in charge of the vehicle if they become aware of any faults. Smoking is not permitted inside vehicles Hand held mobile phones are not permitted while driving. Employees who use their own vehicle and receive mileage allowance must hold a current driving licence. Employees must ensure that	SWPS 034 Driving for Work DkIT Driving for Work Policy

					they have business cover insurance. Drivers must ensure that the number of persons and the weight of the load carried must not exceed the maximum limits specified by the manufacturer. All loads must be appropriately secured to prevent objects shifting during transit. Drivers must ensure that they only carry the number of passengers for which they have seats and seatbelts. Individuals must not travel in the rear of vans where there are no seats/seatbelts.	
					Individuals must wear a seatbelt at all times Only drivers who hold the appropriate licence are permitted to tow trailers. Employees are liable for the payment of fines for motoring offences for which they are responsible, e.g. speeding fine, parking fine etc. Never carry any hazardous substances without the prior approval of Management. Hazardous goods may only be carried in full compliance with relevant legislation. In the event of a breakdown do not try to repair the vehicle. Contact the breakdown assistance provider (details should be kept in the vehicle's glove-box) Report any vehicle accidents or incidents that occur whilst	SWPS 034 Driving for Work DkIT Driving for Work Policy

					driving at work	

	KEY	
PROBABILITY	**SEVERITY**	**RISK FACTOR**
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium Risk
Unlikely 1	Minor 1	6-9 High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT		Sheet No. 12				DATE: April 2025
AREA:- Premises & Estates	**Location:-** Throughout Campus Grounds (including DkIT Sport)				**Assessment carried out by:**	**Conor Lait**
Activity/Task	**Hazards**	**Proba-bility 1 to 3**	**Sev-rity 1 to 3**	**Risk Factor**	**Controls in Place**	**Additional Controls Required**
Use of Utility Type Vehicle (UTV)	Improper use Poor vehicle maintenance Collision with other vehicles, persons or structure. Carrying loads Carrying passengers Vehicle overturning	1	3	L	Operator to check UTV prior to each use. All vehicles are serviced and repaired by competent personnel and records of all such service and repairs should be held by the relevant Department. Only authorised persons are permitted to drive the UTV. Operator to be familiar with the operating manual and only operate the vehicle as per the manual. Operator to observe safety signs displayed on & within the vehicle. Seat belt to be worn at all times while operating the vehicle. Operator to abide by the Traffic Management guidelines and speed restriction on campus. Smoking is not permitted inside vehicles. Hand held mobile phones are not permitted while driving. Drivers must be medically fit to drive the UTV. Operators must not be under the influence of Alcohol or Drugs while using the UTV. Never exceed the SWL of the	DkIT Driving for Work Policy.

					vehicle. Loads must be adequately secured. Only one passenger is permitted to travel with the operator of the UTV. They must only travel in the seat provided. Passengers are not permitted to be carried in the rear of the vehicle. Passengers must wear seat belt provided. Review journey path prior to commencing – select path to avoid steep terrain.	

	KEY	
PROBABILITY	**SEVERITY**	**RISK FACTOR**
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium Risk
Unlikely 1	Minor 1	6-9 High Risk

DKIT - QUANTITATIVE RISK ASSESSMENT		**Sheet No. 13**			**DATE: April 2025**	
AREA:- Premises & Estates	**Location:- Throughout Campus Grounds (including DkIT Sport)**				**Assessment carried out by:**	**Conor Lait**
Activity/Task	**Hazards**	**Proba-bility 1 to 3**	**Sev-rity 1 to 3**	**Risk Factor**	**Controls in Place**	**Additional Controls Required**
Impact of construction project works adjacent to live working areas	Students and staff in the adjacent working areas may be exposed to hazards such as falling debris, tools, or machinery. Students/Staff coming into contact with plant or machinery. Noise. Dust and particles from construction works. Staff/Student coming into contract with hazardous materials e.g., asbestos. Fire - Construction activities may involve heat sources or flammable materials, increasing the risk of fire e.g., welding, grinding operations. Unauthorised access – students/staff entering construction areas. Disruption of campus activities - Construction may interfere with ongoing academic or administrative activities (e.g., power outages, disruptions to building access). Environmental damage – impact of construction works on the environment (e.g. Pollution or damage to the surrounding environment (e.g., water runoff, waste management).	2	2	M	Contractors competency assessed in compliance with Construction Regulation 2013. Completion of HSA BCP1/BCP2/BCP3 forms. DkIT Project Manager appointed to liaise with appointed competent contractor prior to commencement and throughout the time of construction projects on campus. Asbestos register held by the Estates department. Asbestos survey carried out prior to any works on campus. Copies of the asbestos survey are made available to all potential contractors at tendering stage. Only specialist appointed contractors to engage in asbestos removal works. Appointed contractors to segregate works (e.g., implementation of physical barriers -hoarding, fencing) to separate construction zones from live areas. Appointed contractor to restrict access to construction zones, ensuring only authorised personnel can enter.	Adherence to HSA Guidance Document - Guidelines on the Procurement, Design and Management Requirements of the Safety health and Welfare at Work (Construction) Regulations 2013 Safety, Health & Welfare at Work (Construction Regulations) 2013

					Use of warning signs and clear communication to alert students and staff about construction areas. Noisy construction works scheduled during daytime or off-peak hours to minimise disruption to neighbouring areas. Appointed contractors to apply dust suppression techniques when required to reduce level of airborne dust in the working area. Construction area to maintain proper fire suppression systems in place (e.g., extinguishers, sprinklers). Maintain clear fire escape routes for both construction workers and people in the adjacent areas. Fire drill schedule to be adhered to by all on campus including contractors. Construction work to be planned during off peak times, if possible, e.g., during summer months to minimise disruption. Appointed contractor to manage waste disposal and recycling protocols for construction activities.	

	KEY	
PROBABILITY	**SEVERITY**	**RISK FACTOR**
Probable 3	Critical 3	1-3 Low Risk
Possible 2	Serious 2	4 Medium Risk
Unlikely 1	Minor 1	6-9 High Risk