

Assessment of risk CLEANING CUPBOARD

Assessment undertaken (date)

Signed

Assessment Review Date

Hazard	Who might be harmed?	Existing controls	Further action necessary
Cleaning materials.	All users of cupboard	COSHH regulations provided to Housekeeper. Cleaning staff asked to comply with advice in accordance with NCC & COSHH regulations. All chemicals dated as they come in. Correct handling.	Constant vigilance.
Fire risk.	All	Fireproofing of ceiling and door. Provision of metal cabinet. for paints and inflammable liquids. Removal of paper products to Common Room cupboards.	
High level storage.	All users of cupboard	Removal of heavy / dangerous items from top shelves	
Untidiness.	All users of cupboard	Keep cupboard tidy with items off floor as much as possible. Secured handled and unstable items.	
Poor ventilation.	All users of cupboard	There seems to be no way of improving the ventilation.	
Poor lighting.	All users of cupboard	Torch provided for access to dark corners	

Hazard	Who might be harmed?	Existing controls	Further action necessary
Unauthorised access.	All	Sign. Cupboard locked shut at all times when not in use.	
Cleaning materials/equipment use.	Cleaning Staff	Personal protective clothing provided: overalls, gloves, ear defenders & goggles.	
Sharps disposal.	All	Sealed unit provided.	
Disposal of body fluids & medical waste.	All	Provision of yellow waste bags when necessary.	