

# Parish Council of Coleford

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Gallant Hill Farm  
Foxcote  
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BA3 5YB

## GENERATOR RISK ASSESSMENT

<b>Version</b>	<b>Reviewed at Coleford Parish Council meeting on:</b>	<b>Approved at Coleford Parish Council meeting on:</b>
Version 1	14 <sup>th</sup> August 2024	14 <sup>th</sup> August 2024
Version 1	22 <sup>nd</sup> April 2026	

To be reviewed annually

<b>Assessed Risk:</b> Use of Jefferson 2.8KVA Petrol Generator		<b>Assessed by:</b> Vickie Watts	<b>Date:</b> 3 <sup>rd</sup> August 2024
<b>SEVERITY OF HARM</b> →	<b>NEGLIGIBLE</b> Superficial injuries, minor cuts and bruises	<b>MODERATE</b> Minor fractures or ill health leading to minor disability	<b>SEVERE</b> Multiple injuries, major fractures, fatalities
<b>LIKEIHOOD OF HARM</b> ↓			
<b>IMPROBABLE</b>	Slight	Tolerable	Moderate
<b>POSSIBLE</b>	Tolerable	Moderate	Substantial
<b>FREQUENT</b>	Moderate	Substantial	Intolerable

Nature of Hazard	Who might be harmed and how?	Risk	Actions already in place	Further actions required to manage this risk?	Action to be taken by whom?	Further actions by when?	Date completed
Risk of injury from generator operation	Operator and other allotment holders	<b>Tolerable</b>	Issue a list of authorised users who have familiarised themselves with the operation of the generator by reading the instructor manual, the data sheet for handling fuel, lifting guidelines and knows the location of the spill kit, fire extinguisher and first aid kit  All authorised users to sign document confirming they have read and understood the operation manual	None	Authorised user / Full Council	Ongoing	Ongoing
Risk of poisoning from carbon monoxide fumes	Operator and other allotment holders	<b>Slight</b>	Ensure that the generator is only used outdoors by authorised users	None	Authorised user	Ongoing	Ongoing

Nature of Hazard	Who might be harmed and how?	Risk	Actions already in place	Further actions required to manage this risk?	Action to be taken by whom?	Further actions by when?	Date completed
Risk of receiving burns to hands or body from muffler or exhaust	Operator and other allotment holders	<b>Tolerable</b>	Ensure that the generator is inside the purpose-built crate during operation. Allow to cool before moving after use	None	Authorised user	Ongoing	Ongoing
Risk of electrocution or possible explosion	Operator and other allotment holders	<b>Tolerable</b>	Ensure that any connection to electrical equipment is only carried out by authorised user. The generator is not to be used in any wet conditions or with wet hands	None	Authorised user	Ongoing	Ongoing
Risk of fire while refuelling generator	Operator and other allotment holders	<b>Moderate</b>	Ensure that the generator is only refuelled when it is cold, switched off and is in flat, well-ventilated area. Check records of when it was last used. Ensure there are no naked flames present when refuelling	None	Authorised user	Ongoing	Ongoing
Risk of injury when moving generator	Operator	<b>Tolerable</b>	The generator should only be removed from the crate by 2 authorised users. Do not attempt if alone – Contact the parish clerk	Authorised users to review lifting guidelines	Authorised user	Ongoing	Ongoing
Risk of theft or generator	Operator	<b>Tolerable</b>	Generator should be padlocked to the concrete base inside the crate at all times. The lid of the crate to be padlocked at all times	None	Authorised user	Ongoing	Ongoing

# Authorised Users

The following persons are over 18 years of age and authorised to use the generator providing they have familiarised themselves with:

- The operation of the generator by reading the instructions manual
- The data sheet for handling fuel
- Lifting guidelines
- The location of the spill kit, fire extinguisher and first aid kit

Please sign and date below that you agree with the terms set out above:

Name	Signature	Date

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