

RISK ASSESSMENT – Installation of underground rainwater harvesting tank

WARNING: This is an example only. Only general processes have been considered; individual and site specific hazards should be identified and addressed

Assessment carried out by:	Position:
Signature:	Date of assessment:
Project:	Project address:

Process	Existing control measures	Further control measures needed	By whom	By when	Done
Inappropriate installation	<ul style="list-style-type: none"> • Before commencing, the job supervisor to check that the planned installation is appropriate, bearing in mind <ul style="list-style-type: none"> ○ The operational characteristics of the tank ○ Ground conditions ○ Highest water table expected ○ Need to withstand other than pedestrian traffic ○ Proximity of nearby foundations, built patios, earth banks, etc. • During and post-installation, ensure <ul style="list-style-type: none"> ○ No force is exerted on the tank to insert it or level it ○ No machinery is used to tamp down backfill ○ The location is fenced off to prevent site vehicles over-driving during other phases of construction • Install fully in accordance with the step-by-step guidelines 				
Excavation	<ul style="list-style-type: none"> • Only qualified and authorised personnel to operate digging machinery • All other personnel to be kept clear of the area unless performing a specific task (measuring excavation depth, for example), when due precautions are taken to avoid 				

Process	Existing control measures	Further control measures needed	By whom	By when	Done
	<p>accidental falls into the excavation</p> <ul style="list-style-type: none"> • Dig area to be pre-marked, making due allow for: <ul style="list-style-type: none"> ○ The shape of the tank ○ Its alignment with ducts ○ Room needed to manoeuvre and back fill the tank without damaging it ○ Banking as necessary to avoid side-collapse 				
Tank installation	<ul style="list-style-type: none"> • Only qualified and authorised operatives to be used • All non-essential personnel to be kept clear • General precautions for moving tanks to be observed (per separate risk assessment) • Ground stability for lifting machine in proximity to the excavation to be confirmed • Tank to be lifted in a stable position, using the steady ropes already fitted • Tank to be manoeuvred as it is lowered into position using the steady ropes only • Visual checks of tank alignment to be undertaken with due care, using a safety harness if appropriate. 				
Excavation backfilling	<ul style="list-style-type: none"> • Only qualified and authorised personnel to be used • Backfilling process to be fully in accordance with tank installation instructions • Backfilling material to be introduced into the excavation by machinery wherever possible, but not for tamping down purposes • When human intervention is necessary, for tamping down for example, this is to be undertaken with due care, using a safety harness if appropriate. 				