

NOT PROTECTIVELY MARKED

SOUTH WALES POLICE – GENERIC RISK ASSESSMENT

RISK ASSESSMENT: Regional Information Security Manager		LOCATION: South Wales Police REFERENCE:
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REVIEWED BY: COMPLETED BY: DATE:		OTHER RELEVANT RISK ASSESSMENTS: <ul style="list-style-type: none">• Officers on patrol – published in Police Driving Policy• Mobile Patrol in Marked Vehicles and Motorcycle Duties– published in Briefing/Debriefing Policy• Local RA by NOMS
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Work Activity		Hazard	Risk (H-M-L)	Control Measures Required		Further Action Required	
Ref. No.	Description				In Place	By when	Person responsible
1.	Office work	Ill health and stress if accommodation is overcrowded or unsafe	L	<ul style="list-style-type: none">▪ Assess accommodation under Workplace and Fire Regulations▪ Provision of furniture and equipment suitable and necessary for the role.			
2.	Interviewing / debriefing of prisoners; suspects or witnesses on prison premises	Possibility of assault	L	Consider need for: <ul style="list-style-type: none">▪ Interview to take place in room with furniture and alarm system▪ Presence of additional Prison Intelligence officer or prison staff			

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Work Activity		Hazard	Risk (H-M-L)	Control Measures Required		Further Action Required	
Ref. No.	Description				In Place	By when	Person responsible
3.	Enquiries at scene of crime and search of cells	Injury and ill health from environmental conditions	L	Consider potential hazards and whether: <ul style="list-style-type: none"> professional health and safety advice is required searches should be undertaken by specialist search team personal protective clothing is required Guidance / advice / support from HMPS or SWP staff 			
4.	Health hazards – infestation	Possibility of infestation, eg lice, blood from computers etc	L	<ul style="list-style-type: none"> awareness training limit physical contact with prisoners and other likely carriers delousing facilities, showers and changes of clean clothing to be available for prisoners in custody and officers Protective gloves etc when handling contaminated computers 			
5.	Dealing with violence from	Death or injury from violent attack	L	Training to be given in control and restraint techniques (DC Only)			

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	suspects at scenes (In light of threat assessment consider need: <ul style="list-style-type: none"> • to be accompanied • carry defensive baton • wear body armour 			
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Work Activity		Hazard	Risk (H-M-L)	Control Measures Required		Further Action Required	
Ref. No.	Description				In Place	By when	Person responsible
6.	Being based full time within a prison environment	Exposure to hostile prisoners	L	Attendance on a nationally accredited PIO's course (prison familiarisation) Spending induction time of 2 – 3 weeks with current PIO's (prison familiarisation)			
7.	Working within office environment	Physical and mental stress.	M	<ul style="list-style-type: none"> • Safe systems of work for operating administrative support equipment; printer/photocopier. • Adequate lighting and heating. 			No action required – necessary requirements in place
8.	Driving – Use of Police Vehicles & Own Vehicle whilst on duty and engaged on Police Business	Road Traffic Collisions	M	<ul style="list-style-type: none"> • Consideration that Officers have received driver training commensurate with role. • Eyesight examinations via FMA in compliance with Force Policy. • Officers must be aware of Police Vehicle Incident procedures in respect of reporting collisions. 			No action required – necessary requirements in place

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Work Activity		Hazard	Risk (H-M-L)	Control Measures Required	In Place	Further Action Required	
Ref. No.	Description					By when	Person responsible
9.	Use of Computer (VDU) Equipment	Back, neck, shoulder discomfort, eye strain, repetitive strain injury, headaches, fatigue, stress, etc.	M	Carry out assessment of Display Screen Equipment with each user under H & S Regulations 1992. Provide staff with regular breaks and changes in activity. Inform any fault with equipment to Technician - (flickers/glare, etc). Change position of display screen or key boards. Provide chairs with suitable back and arm rests. Monitor sickness levels and liaise with the Health Care and Safety Team if necessary. Encourage staff to raise concerns. Change or alter equipment when/if staff change or layout of office alters. Ensure staff are aware of the entitlement to request eyesight tests. Provide those who request an eyesight with any corrective spectacles or appliances which may be prescribed for VDU use by the option.			No action required – all risks dealt with and necessary requirements in place.

Signature of assessor: Name and rank: MARC LAMERTON Date: 050720	Signature of Head of Division/Department: Name and Rank JAMES HALL SU 3737 Date:050720
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