

# Project Risk Assessment Form Plumbing Contractors



## Examine Your Risk

Plumbing contractors provide much-needed services for both residential and commercial customers alike. However, plumbers have a number of unique risks to consider. In fact, any incident involving installing and repairing pipes or fixtures can lead to major property damage, as well as potential legal action.

These challenges are magnified when you consider that risks related to equipment breakdowns, business interruptions and crime must also be addressed. Thankfully, assessing your exposures and taking the appropriate precautions can go a long way towards protecting your business. This proactive approach is particularly important when it comes to identifying and avoiding gaps in your risk management programme.

This questionnaire gives plumbing contractors the opportunity to review risk categories specific to their operations and take actions to address those risks.



**PROPERTY**

<b>Property - General</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Notes</b>
Is the overall condition of the building in good repair?				
Is the roof in good repair with no visible water intrusion marks?				The age of the roof should be taken into consideration—a thorough roof inspection can provide you with invaluable information.
Is the electrical wiring in good repair?				Wiring must be in compliance with BS 7671.
Are flammable chemicals kept in appropriate flammable storage cabinets or rooms?				
Are all chemicals, including solvents and adhesives, stored per manufacturer instructions?				
If hot work (eg welding, brazing, soldering and cutting) is completed on-site, is it done in a designated area?				Hot work must be done in an area free of combustible materials and flammable liquids.
Are there adequate fire extinguishers in the shop and office?				Fire extinguishers must be available at all times and must be in compliance with BS EN 3.
Are employees trained on how to use fire extinguishers?				Formal, documented training on fire extinguisher use should be completed annually.

<b>Sprinkler System</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Notes</b>
Is there a general sprinkler system installed?				A general sprinkler system may not be required. If one is not installed, it would not need to be added after the fact, except in rare circumstances.
Is the sprinkler system designed for the hazard?				Sprinkler system data is located on a placard on the system.
Is the sprinkler system inspected at least once annually? Does it pass these inspections?				Sprinkler inspection information is located on tags and paperwork on the risers.
Is the dry riser outside the building easily accessible?				This must be accessible so the fire brigade can pump more water into the system.
Are sprinkler riser valves supervised (eg locked open or electronically monitored)?				
Are employees trained on what to do if a sprinkler is ever damaged and opens?				In the event a sprinkler head is accidentally broken and goes off, it's critical to shut down the water to avoid further water damage.

<b>Property - Contractors' Equipment/Stock Throughput</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Notes</b>
Do tools and equipment have identification numbers in case they are stolen?				
Are tools and equipment locked up during off hours?				
Is there a checkout system in place for tools and equipment?				

Is there a hot work programme in place?				Hot work programmes are particularly important if you are welding, brazing, soldering and cutting on a customer's premises.
Are adequate fire extinguishers available on vehicles?				Fire extinguishers should be available on all vehicles and must be in compliance with BS EN 3.
Are site employees trained on fire extinguisher usage?				Formal, documented training on fire extinguisher use should be completed annually.

**PUBLIC LIABILITY**

<b>Premises and Operations</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Notes</b>
Are floor surfaces clean and dry?				
During winter, are the car park and pavements clear of snow and ice?				
Are pavements well-lit?				Proper lighting is especially important at entrances, exits and stairways.
Are emergency exits clearly marked?				
Does the property have adequate smoke and carbon monoxide alarms?				
Are visitors kept out of restricted and hazardous areas?				
Is the car park in good repair with well-marked spaces?				
Are sufficient cyber-security measures in place?				Client information must be protected. This can be accomplished by installing up-to-date internet security software, limiting employee access to client information and doing audits.
Are water spills cleaned up immediately? Is signage used to indicate wet floors?				

Loss Control Questionnaire: **Plumbing Contractors**

Completed Operations	Yes	No	N/A	Notes
Have plumbers been trained through reputable means?				Examples of reputable sources of training include apprenticeships and courses at accredited colleges or training centres.
Are plumbers' licences current?				
Do plumbers take continuing education?				
Is there a programme in place that pairs less experienced plumbers with more experienced employees?				
Are plumbers familiar with the applicable building codes for all locales in which they work?				
Is there an inspection programme for completed work?				
Is there a programme for inspecting leaks?				A wet work programme should be implemented while work is going on.
Are closed valves tagged? Are valves reopened when the work is complete?				
Are suppliers evaluated?				

**EMPLOYERS' LIABILITY**

<b>General</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Notes</b>
Are return-to-work initiatives in place?				This can be a written programme, a list of light-duty tasks or evidence in past claims of bringing employees back following an injury.
Is there a written safety and health plan in place?				Safety and health plans should include major programmes listed below, as well as a statement of commitment to safety from senior leadership.
Is there a formal safety training and onboarding programme for new employees?				There should be a documented onboarding programme for new employees. New employees should be well-trained and paired with an experienced employee as they learn.
Is there a fall protection programme in place?				There should be a written and site-specific fall protection programme in place. This programme should identify competent persons, training procedures and the appropriate safety equipment.
Is there a trench safety programme in place?				Plumbers may need to enter trenches to connect lines, exposing them to trench collapse hazards.
Are employees trained on the hazards of entering trenches and precautions for mitigating these risks?				
Is there a ladder safety programme in place?				
Is there a hazard communication programme in place?				There should be a written programme in place that highlights training procedures and includes safety data sheets (SDSs) for all chemicals.
Are SDSs available?				SDSs must be available for all chemicals used in the workplace.



Are employees trained on the hazards of chemicals, including adhesives and solvents?				
Is there a confined space programme in place?				If employees must enter confined spaces, businesses need to have a written programme in place, conduct training, identify rescue services, and secure air monitors and entry equipment.
Are employees trained on first aid? Is a first-aid kit available at all times?				
Is good housekeeping practised?				
Is there a personal protective equipment (PPE) programme in place? Is PPE provided?				There should be a written hazard assessment to determine what PPE is necessary for your operations. Employees should be trained on proper PPE use. PPE use should be enforced by leadership.
Is there a respiratory protection programme in place?				There should be a written programme in place. Breathing protection must be provided for any employees exposed to hazardous fumes, dusts or gases.
Is there a training programme in place for forklifts?				There should be documented training for all powered industrial trucks, including forklifts and hoists.
Are stairways in good condition, with non-slip treads and handrails?				
Are employees trained on manual material handling?				Employees should be trained to ask a colleague for help when lifting heavier loads. They should also be trained on how to use the various types of equipment that can help reduce manual lifting.
Is there a heat stress programme in place?				A programme must be in place to protect employees in high temperatures. This helps prevent heat illnesses such as heatstroke.

Are employees trained on proper use of hand and power tools?

Power tools should be inspected before use. Battery-powered tools are preferred when working around water.

**MOTOR**

All Drivers	Yes	No	N/A	Notes
Are all drivers at least 17 years old?				
Has driving licence information been secured for all drivers?				Employers can check which vehicles their employees are allowed to drive, as well as review drivers' penalty points or disqualifications by clicking <a href="#">here</a> .
Do all drivers have an acceptable driving record?				Different driving offences can result in endorsements that will add penalty points to a driver's licence. Based on the severity of the offence, the penalty points may stay on record for either four or 11 years. If a driver accrues 12 or more points within three years, they may be disqualified from driving.
Do employees who drive a personal vehicle for work provide proof of insurance?				
Is there a policy in place on mobile phone usage? Is it properly communicated to drivers?				Employees should not use hand-held mobile phones while driving (hands-free devices are acceptable).
Is there a policy in place on seat belt usage? Is it properly communicated to drivers?				
Are expectations on safe driving communicated to drivers?				
Are inspections conducted on vehicles before each shift?				Whether company-owned or personal, all vehicles should have a basic check done.
Is the personal use of company vehicles prohibited?				

Is training on defensive driving provided?			All employees should be trained regularly on basic defensive driving techniques.
Are telematics systems used to monitor driver behaviour?			Telematics can be used to monitor risky driving behaviours.
Are all organisational motor exposures understood?			Plumbing companies may use motor vehicle and trailer combinations that require a commercial licence, or open them up to additional Department of Transport regulations. Businesses must have a thorough grasp of all applicable laws associated with the types of vehicles they use.