

Risk Assessment - Soldering Activities (recurring hot works)

Soldering/Hot works guidance:

An ongoing PEW is issued by facilities to cover ongoing, day to day soldering/hot works that are covered by this document. As long as the hazards and controls are applied and followed the works undertaken come within the scope of the PEW.

A separate assessment must be undertaken and a specific PEW must be issued if:

- The hot works fall outside the scope of this assessment and the terms of the PEW;
- The content of this assessment is no longer valid;
- Additional work may be required in addition to the work already allowed;

You **MUST** inform facilities when you are undertaking hot works and give them a valid contact number along with your location. You **MUST NOT** undertake any hot works in any other area without informing them in advance

The activities undertaken as part of this assessment are 'short term' soldering tasks.

The people that might be harmed: BBC Studioworks employees, contractors, public, artists

| HAZARD | CONTROLS |
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| <p>Accident or incident caused through misuse or incorrect equipment operating procedures: Risk of fire or burns from contact with iron</p> | <p>Only trained persons to use equipment or supervised working where necessary. User is to check/renew equipment at the intervals recommended by the manufacturer.</p> |
| <p>Electrical Shock: Damaged cabling, poor earthing etc</p> | <p>All Portable Appliances Testing (PAT) is to be carried out at correct intervals. No electrical appliances are to be used under any circumstances without prior PAT, this includes privately owned items brought into laboratories and workplaces. All items should have a visual inspection by the user prior to use to check for faulty wires, plugs etc. Any damage should be reported immediately and the item taken out of use. All electrical items should be switched off at the end of each working day.</p> |
| <p>Inhalation of Rosin (colophony) or its derivatives contained in solder fumes: Soldering in an enclosed or small area.</p> | <ul style="list-style-type: none"> • High quality fume extractor units are to be used at all times • Fume extraction must be placed close to the work piece in order to draw fumes away from the “users” head and not towards it • Any health problems arising from soldering are to be brought immediately to the attention of the Management |
| <p>Fire: Flammable materials and substances – injury to personnel and destruction of property.</p> | <ul style="list-style-type: none"> • Good housekeeping standards to be maintained at all times, emptying of bins and removal of waste materials to be carried out daily • All personnel to attend Induction Training which is to include information on evacuation and assembly drills • No Smoking Policy does not allow smoking to take place in the workshop • All staff and students are to be vigilante in identifying any sources of ignition and either remove the source and/or report to responsible person immediately |

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| | <ul style="list-style-type: none"> All electrical appliances must be PAT tested and have an “In Date” sticker attached. Appliances should be switched off at the end of the working day. |
| <p>Minor Burns: Burns from contact with work piece or iron</p> | <ul style="list-style-type: none"> Staff and students should be reminded on a regular basis of the correct emergency procedures in the event of an accident. |
| <p>Hazardous Substances: metal fumes, solvents, acids, airborne dust, pesticides...</p> | <ul style="list-style-type: none"> All harmful substances are to be kept to a minimum, stored correctly and COSHH Assessments carried out. Only laboratory type COSHH items are to be used and stored in fire proof cabinets dedicated for their use only. Eating and drinking is only allowed in COSHH Free environments. |