Pre-task risk assessment

The pre-task risk assessment must be available at the work site until completion of the task

Section 1 Scope of work: Description/scope of work (to be completed by end user)	
Job card or Notification no.	**Supplier or Sasol Department**
Location/Building/Laboratory etc.	**Equipment description**

Section 2

Hazard Review of Work Area

The Sasol end user and Sasol task executor/Supplier Supervisor will conduct a site visit. During the visit the end user informs the executer/supervisor of relevant hazards in the area where the work will be done.

Please answer the following questions by ticking either the Yes or No columns. All questions must be answered. Where the answer is yes, please indicate mitigation	**YES**	**NO**	**Comment**
Are there any product or process leaks?			
Are there any steam leaks?			
Are there any exposed hot or cold surfaces?			
Has a completed pre-lift checklist for rigging activities been attached to this document?			
Is there any risk of falling from heights or falling into water?			
Is there any possibility of chemical exposure? (e.g. fumes, nitrogen, dust)			
Is there any risk from traffic or moving parts (e.g. rail, road, bucket elevators, conveyor belts)			
Is there any electrical risk? (e.g. shock, arc flash, cable visibility, lightning)			
Is there any risk from the work space?(e.g. access, confinement, ergonomics, surfaces, sharp edges, bumping, insects, wild animals, instrumentation)			
Are there any other tasks in the vicinity that can have an influence on the task or introduce a risk to the task e.g. other service providers			

List any other hazard(s) with comments to ensure the task is done safely:

I have discussed the presence of the above hazards with the Sasol task executor/Supplier Supervisor

Name & Surname (End user)	**Signature**	**Date**

Section 3: Pre- task risk assessment

(As a minimum the three stage assessment set out below must be followed. Company specific assessment methodologies can also be used in which case such document must be attached hereto.)

List the activities (steps) in the task	**What can go wrong?** Apply ABBI (look above, below, behind and in front) to asses influence of adjacent tasks and consider hazards of Work Area (section 2 above) keeping in mind Trade Specific Risks	**What can be done to perform the task safely?**

Section 4: Acknowledgement

I am a member of the execution team and the pre-task risk assessment (section 2 and 3 above) was discussed in detail with me. I fully understand the content thereof.

Name (print)	C / number	Signature	Name (print)	C / number	Signature

Section 5: Declaration

All trade specific risk assessments relevant to this task are available	YES	NO
The execution team is competent	YES	NO
PPE selection is risk-based and PPE is in good condition.	YES	NO
The execution team can effectively respond to an emergency (location of emergency equipment, escape routes, gathering points).	YES	NO
Tools and equipment are safe for use.	YES	NO
Supervisor available and on site for the duration of the task? If not, please explain or provide mitigating actions	YES	NO

I am fully conversant with the hazards of the work area as explained to me and identified in section 2 and 3 above. I will only proceed with the task if all the answers in Section 5 are "Yes" and only once all mitigation actions to prevent harm, are in place and effective.

Name & Surname Sasol task executor/Supplier Supervisor who will perform the task	**Signature**	**Date**

Section 6: Continuation

Sasol task executer/Supplier Supervisor who will perform the task confirms that:

- Conditions of the work area did not change and no new hazards were identified

Date	Time	Initials and surname	Signature