**Last Minute Risk Analysis (LMRA)**

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| **INSTRUCTIONS:** Consider the working environment and the work, which you have to carry out, and answer the following questions together with other team members. If the answer to the question is YES, we are prepared for the risk. If the answer to part of the question is NO, the work must not be start and it is necessary to contact SUPERIOR or SAFETY TECHNICIAN.  Together with them it is necessary to stipulate countermeasures to minimize these risks.  In a case that the risk is not related, mark not related. |
| **PPE:** Do I have the necessary PPE for work execution (i.e. working overall, helmet, glasses, working shoes)? |
| **WORKING METHOD:** Do I know how to carry out the work in a safe way and is a working procedure for this work available? Are we familiarized with working procedure (printed or oral form) or do we know working instructions? |
| **LOAD HANDLING:** Can loads be lifted safely? If the load´s weight or its size is big, do I have the necessary tools available? |
| **DEVICE – INSULATION SWITCHING OFF:** Is the device disconnected, secured against sudden start-up of the machine, while the same applies to its parts and components and their securing against movement (applies to electrical power insulation, wires etc.)? |
| **MOVEMENT – FALL DOWNS/STUMBLING:** Is movement safe, are access routes free of obstacles, is the surface safe (oil, snow etc.)? What is the visibility like? |
| **WORKING AT HEIGHTS:** Is there a fall risk, am I secured against fall by harness, have I been trained and am I familiar with their use, are working platforms, scaffolding and ladders in good technical condition, is there a risk of an object fall down? |
| **COMMUNICATION WITH OTHERS:** Am I familiar with all the present risks? (above me, below me, around me). Are the risks properly managed? Are also other employees who are present in my working area familiar with the occupational risks? If necessary, has the area below or around my work activity been defined? Have the work activities been coordinated? Is a work permit available? Is signalization or warning device available? |
| **TRANSPORT:** Machinery transport risks; are signalization or warning lights necessary so that I would be protected against the operational risks around me? |
| **FIRE DANGER:** Are the hot material risks managed; do I have a written order for works with increased danger (welding, cutting etc.) and are the countermeasures used? |
| **TRAINING AND HUMAN RESOURCES:** Did I pass the training /do I have proper qualification/ experience when using the necessary tools? Did I check whether I have all necessary tools available before the work start? Are the tools safe? If needed, are the control labels available? |
| **WORKING ENVIRONMENT:** Is in the areas with gas occurrence danger carried out checking of the gas presence, do I have a permit and did I pass the training for work carried out in such environment, am I familiar with usage of gas detectors? |
| **FEELING SAFE:** Do I feel safe? |
| **MINIMUM RESIDUAL RISK:** Occupational risk, which remains also after fulfillment of remedial countermeasures. |
| **WHAT ARE THE BIGGEST RISKS IF NOT WORKING SAFE?:** Occupational risks, which were present at the workplace before applying the set countermeasures. |
| If there are other risk categories, which are not listed in the chart, please add them into the row: **“Other found categories:”** |

**Consider the risks and carry out your job in a safe way.**

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| **Work location:** | | | | | **Date:** | |
| **Work type:** | | | | | | |
| **Name and surname of the employee** | **Signature** | | **Name and surname of the employee** | | | **Signature** |
| **Author** |  | | **4** | | |  |
| **1** |  | | **5** | | |  |
| **2** |  | | **6** | | |  |
| **3** |  | | **7** | | |  |
| **CATEGORY** | **Answer**  **YES** | **Answer**  **NO** | **NOT RELATED** | **Determined countermeasures** | | |
| **PPE – do we have all necessary?** |  |  |  |  | | |
| **Do we know working instructuction or working procedure?** |  |  |  |  | | |
| **Do we know how to manipulate with loads?** |  |  |  |  | | |
| **Do we have isolated devices?** |  |  |  |  | | |
| **Did we consider risk of fall down or stumbling?** |  |  |  |  | | |
| **Are we prepared to work at height over 1,5m?** |  |  |  |  | | |
| **Do other colleagues or superior know about our activity?** |  |  |  |  | | |
| **Did we consider possibility to endanger other workers?** |  |  |  |  | | |
| **Do we know about risks connected with transport vehicles in my surrounding?** |  |  |  |  | | |
| **Do we realize risks of fire creation and do we know how to behave?** |  |  |  |  | | |
| **If the activity needs, do we have necessary trainings and permissions?** |  |  |  |  | | |
| **Do we have in a good conditions used tools?** |  |  |  |  | | |
| **Do we realize influences of surrounding?** |  |  |  |  | | |
| *Other found categories:* |  |  |  |  | | |
| **Do stipulated countermeasures lead to sense of safety?** | **1 2 3 4 5**  **Contact superior or safety technican nadřízeného nebo BT.**  **YES NO** | | | | | |
| **MINIMUM RESIDUAL RISK:** | | | | | | |
| **WHAT ARE THE BIGGEST RISKS IF NOT WORKING SAFE?:** | | | | | | |