



Risk Assessment - 22644RA

Internal Reference: (FRA28)

Information valid as of 31/07/2025 12:25

Medium



General Details

Assessor	Shaun Duchnowski
Assessment Date	31/07/2025
Assigned Reviewer	Grant Lewis
Next Review Date	31/07/2026
Operation Assessed	ABM_FacilitiesUK_Cleaning - Using a janitorial trolley

Associated with specific area

- ABM UK Facilities
- Chelsea Football Club
- London - Fulham Road - SW6 - Chelsea FC
- Cleaning

Description of work area and/or activity assessed

Mitigation measures ABM will take to ensure that the effects on ABM employees, consumers, client's retailers and other stakeholders who may be affected are kept informed and the risk is kept as low as reasonably practicable within our control while handling trolleys on and of site.

Overall Current Risk

Medium



Persons Affected

- Cleaners
- Contractors
- Employees
- Expectant / New Mothers
- Lone Workers
- Maintenance Staff
- Trainees / Young Persons

Current Rating	Hazard Information	Task Status
Low 	⚠️ Access / Egress ABM employees being knocked over by pedestrians entering/ leaving rooms or handling trolleys. Slipping on wet floors. Tripping over materials/ equipment due to poor housekeeping/ lighting.	
Measures Currently in place to prevent risk of injury		
1. All entry and exit points are adequately illuminated. 2. All walkways are clearly marked and signed. 3. Ensure equipment used does not obstruct walkways, doors or emergency exits. 4. Use designated walkways at all times, take extra care when walking across carpark or roads. 5. High viz vests/jackets provided and used while walking around site. 6. Use handrails while walking up and down stairs/ ramps around site. 7. Report any hazards (e.g. damaged/ loose carpets/ floor tiles, uneven surfaces, slippery. surfaces etc.) to line manager/client for remedial actions to be carried out as soon as possible. 8. Ensure all ABM staff, visitors or contractors are aware with egress route in case of an emergency. 9. All accidents/ incidents/ near misses are reported and correction actions implemented to prevent reoccurrences. 10. ABM employees will report any damaged doors/ lights/ emergency lights to line manager/ supervisor for remedial actions to be carried out as soon as possible. 11. ABM employees will ensure to wear PPE as per method statement instructions while on site. 12. ABM employees will use the flat escalators on site with care to access different levels in the carpark.		

Potential Rating	Additional Controls Required
Low 	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating	Hazard Information	Task Status
Low 	⚠️ Ergonomics ABM employees carrying out repetitive tasks causing repetitive strains. Sprains and strains injuries when movement is restricted while handling trolleys. Sudden movement of equipment causing strains and sprains.	
Measures Currently in place to prevent risk of injury		
1. ABM manager will arrange and allow regular breaks where tasks involve repetitive movements over long periods of time. 2. ABM manager will have staff rotation in place to reduce repetitive tasks being carrying out where equipment is required to be used over long periods of time. 3. Appropriate supporting PPE provided and used by ABM employees as per safe systems of work. 4. Training (and regular refresh every 3 years) in correct use of equipment and carry out the task is provided on site. 5. ABM employees will ensure correct posture at all times when using equipment (as per training and instructions received). 6. All accidents/ incidents/ near misses are reported and correction actions implemented to prevent reoccurrences. 7. ABM employees will ensure that equipment parts are not altered or removed prior to use. 8. Additional plant and equipment will be removed prior to commencing task to allow sufficient access. 9. ABM employees will report to line manager any circumstances where equipment required to be used prevents them from keeping correct posture during use. 10. Number of trolleys handled must be reduced to suit individual capabilities to handle them safely around site.		

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Low 	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating	Hazard Information	Task Status
Low 	 Housekeeping Untidy work area result in tripping over materials/ equipment due to poor housekeeping.	  
	Measures Currently in place to prevent risk of injury	
	1. ABM employees will ensure clean and clear work area before any work has started. 2. ABM employees will not rely on other to tidy the work area after work is finished. 3. Inspections carried out by ABM site manager and customer security and management while task is being carried out where there are reasons for concern. 4. ABM staff will ensure the work area is kept clean and tidy while task is being carried out. 5. ABM staff to clear and dispose of rubbish as it accumulates, if left in trolleys by customers. 6. ABM employees will notify line manager/ client if there is waste that cannot removed for further arrangements to be made to ensure correct disposal. 7. ABM employees will ensure all trolleys are stored in their designated cages on site. 8. ABM employees will not leave trolleys in gangway or walkways while going to collect more. 9. ABM staff will ensure no tools, materials or equipment are left behind once task had been completed. 10. Storage area will be kept clean and tidy at all times by ABM employees.	

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Low 	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating	Hazard Information	Task Status
Low 	 Maneuvering in tight spaces Manoeuvring trolleys in tight spaces leading to strains and sprains on ABM employees, injuries to members of the public or property damage to the client or members of the public assets.	  
	Measures Currently in place to prevent risk of injury	
	1. ABM employees will ensure to reduce the number of trolleys being handled and moved on site during busy times. 2. ABM employees will review the route to be taken and ensure there is sufficient space to move the trolleys between cars, around corners or any other tight spaces on site. 3. ABM employees will manoeuvre trolleys in tight spaces with another colleague acting as a banksman to ensure route is clear. 4. ABM employees will ensure to wear PPE as per method statement instructions. 5. ABM employees are trained and competent to manoeuvre trolleys on site. TBTs in manual handling completed yearly. 6. ABM employees will take the necessary time to move trolleys in tight spaces.	

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Low 	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating	Hazard Information	Task Status
Low	Manual Handling WRULD/ sprains or back damage from manual lifting or handling trolleys.	0 0 0
Measures Currently in place to prevent risk of injury		
1. Training on manual handling (with regular refresh every 3 years) provided. 2. Yearly TBTs regarding manual handling completed by all ABM employees. 3. Employees will not lift, carry or move any equipment/ trolleys which are beyond their capabilities. 4. Where items are heavy, lifting will be done by 2 or more ABM employees or using a mechanical aid (trolley). 5. ABM employees will split the amount of trolleys handled if they are to difficult or heavy to handle together. 6. ABM employees will not carry out the task if insufficient light in the area. 7. ABM employees will ensure the path to their destination is clear before moving the trolleys. 8. ABM employees will ensure to keep area of work tidy at all times. 9. ABM employees will ensure floor surface is in good conditions (e.g. no loose or unmarked raised floors etc.). 10. Reorganise the activity or environment to further reduce the impact on the the team. 11. Correct manual handling techniques used while handling tools and equipment at all times: a) think before you lift/ plant the lift b) adopt a stable position c) get a good grip of the load d) keep back straight while lifting and the load close to the body at waist height while walking e) avoid twisting back or leaning sideways f) keep head up while handling the load g) place the load down and then adjust it 12. All accidents/ incidents/ near misses are reported and correction actions implemented to prevent reoccurrences. 13. Chemicals are decanted in spray bottles prior to use if required to be used to clean trolleys. 14. Where task is carried out over long periods of time, regular breaks will be allowed. 15. Rotation of staff will be considered and in place while carrying out this task. 16. ABM employees will be provided with personal protective equipment (e.g. gloves, foot protection, non-slip footwear) as per safe working practices/ method statement.		

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Low	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating	Hazard Information	Task Status
Low	⚠️ Hazardous Substance Exposure to harmful fumes causing respiratory conditions, burns, damage to eyes and other related injuries.	0 0 0
	Measures Currently in place to prevent risk of injury	
	1. ABM employees will not clean trolleys with flammable or toxic solvents. 2. Chemicals being used in this task must not be mixed with any other products as this could cause a dangerous reaction unless advised by manufacturer. 3. Any works with hazardous substances should be carried out in accordance with the COSHH assessments and SDS. 4. Recommended PPE should be worn at all times as instructed in the COSHH assessment. 5. Gloves and any PPE damaged will be replaced immediately to prevent direct contact with skin. 6. COSHH assessments and SDS are reviewed yearly to ensure information is up to date and relevant. 7. COSHH assessment and SDS are read and understood by staff prior to using chemicals. 8. COSHH TBT in correct and safe use of chemicals are refreshed yearly. 9. Only ABM approved chemicals are to be used on site. 10. Storage of chemicals will be done as per COSHH assessment's instructions. Stored in secured area while not in use with controlled access. 11. Always add chemical to water to reduce chemical splashing where dilution is required. 12. Area of work will be segregated. Safety signs/ barriers or tape will be in place to highlight hazards in the area and to prevent unauthorised personnel from entering. 13. All accidents/ incidents/ near misses are reported and correction actions implemented to prevent reoccurrences. 14. Any works with hazardous substances will be carried out in a well ventilated area with sufficient airflow.	

Potential Rating	Additional Controls Required
Low	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating	Hazard Information	Task Status
Low	⚠️ Slip, Trip and Falls Wet floors from containing spillages causing slipping hazards	0 0 0
	Measures Currently in place to prevent risk of injury	
	All containment activities should be protected by warning signage/barriers. Operatives should have suitable safety shoes with a good tread on their soles. Avoid standing in the contaminant	

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Current Rating	Hazard Information	Task Status
Low	Biological Working in areas where vermin are likely to be found can lead to bacterial or viral contamination	0 0 0
	Measures Currently in place to prevent risk of injury	
	Ensure that personal hygiene is carried out after all tasks to ensure that there is no cross contamination. Only trained operatives are to undertake hazardous works	

Potential Rating	Additional Controls Required
Low	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating	Hazard Information	Task Status
Low	PPE (Personal Protective Equipment) Cuts and splinters to the hands when carrying equipment and materials	0 0 0
	Measures Currently in place to prevent risk of injury	
	Always wear protective gloves when carrying equipment or materials especially when handling sharp edges	

Potential Rating	Additional Controls Required
Low	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating	Hazard Information	Task Status
Medium	New and Expectant Mothers Handling trolleys could cause problems to mother and baby.	0 0 0
	Measures Currently in place to prevent risk of injury	
	1. No ABM pregnant employees will be allowed to handle trolleys during and after their pregnancy. 2. ABM managers will temporarily re-assign employees to other duties where using powered equipment is not required. 3. ABM employees will be allowed extra break time. 4. ABM managers will ensure to regularly check on the pregnant employees and discuss any work adjustments necessary to keep the mother and the baby safe.	

Potential Rating	Additional Controls Required
Medium	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating	Hazard Information	Task Status
Low 	 Maintenance Poor/ lack of maintenance of trolleys leading to accidents while being handled.	  
	Measures Currently in place to prevent risk of injury	
	1. Trolleys must be subject to regular maintenance to ensure they are free from damages. 2. ABM employees will not remove or damage any inspection tags on the equipment if present. 3. ABM employees will carry out a pre-use visual check prior to moving trolleys. 4. Any faults/ damaged found during the check will be immediately reported to line manager or client for action. 5. ABM employees will remove equipment from use and ensure a visible tag is placed on it saying 'Do not use'. 6. Maintenance and repairs will only be carried out by trained and competent ABM employees or contractors. 7. ABM employees will not add, remove or attempt to fix equipment unless qualified to do so.	

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Low 	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating	Hazard Information	Task Status
Low 	 Slip, Trip and Falls Tripping over materials/ equipment due to poor housekeeping of the working area. Slipping on wet surfaces due to spillages or weather conditions. Tripping over unmarked uneven floor surfaces.	  
	Measures Currently in place to prevent risk of injury	
	1. Ensure adequate lighting available in the area of work. Task light to be made available, if necessary. 2. ABM employees will keep the area of work tidy at all times. 3. All tools to be kept in the tool box/ tool belts/ cases when not in use, where possible, by contractors or other ABM employees. 4. Any spillages/ leaks will be reported and cleared straight away by ABM employees. 5. ABM employees will report to line manager/ supervisor/ client any uneven floors, unmarked raised floors for action. 6. Ensure safety footwear is worn while on site as per safe systems of work/ method statement. 7. ABM employees will ensure the area will be left tidy once task has been completed. 8. Equipment cables to be kept behind or on the side to prevent tripping or being caught in the moving parts of the machine used. 9. Loads should not obscure vision of the direction of travel. 10. Changes in floor levels will be clearly marked. 11. Fire exits will be kept clear at all times. 12. Any faulty emergency lights will be reported to line manager for immediate action to be taken. 13. Building emergency evacuation procedures are understood by all ABM staff and contractors. 14. TBTs carried out yearly regarding slips, trips, or falls. 15. Where pipework/cables must go across walkways, ABM employees will ensure safety signs are in place at visible locations to highlight the hazard in the area. 16. ABM employees will ensure to check the route of travel prior to handling trolleys on site to ensure no slipping or tripping hazards are present. 17. Safety signs will only be removed once the floor is completely dry/ hazards had been removed. 18. Safety signs to be used if there are obstructions or slip hazards to highlight the hazards in the area.	

Potential Rating	Additional Controls Required
Low 	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating	Hazard Information	Task Status
Low 	Inexperienced staff Lack of familiarization with manoeuvring trolleys, lack of experience leading to increased risk of incidents and injuries or property damage.	0 0 0
	Measures Currently in place to prevent risk of injury	
	1. All ABM employees are provided with an induction which uses plain and simple language. 2. ABM manager will take time to walk around site with new employees and show them where the main hazards are (e.g. falls, slips and transport). 3. ABM manager will emphasise the importance of reporting accidents, incidents and near misses. 4. ABM manager will make sure new employees and current employees know how to raise concerns and supervisors are familiar with the possible problems due to unfamiliarity and inexperience. 5. ABM managers will check that ABM employees have understood the information, instruction and training they need to work safely, and are acting on it, especially during the vital first days/ weeks at work for new starters. 6. ABM manager will ensure new and existing employees are aware of the emergency evacuation procedures to be followed (during induction and yearly refresh through TBTs and client specific training). 7. Inexperienced ABM employees will be supervised at all times when carrying out the task. 8. Apprentices and young workers will be supervised by competent and trained colleagues while carrying out the task. 9. No ABM employee will handle trolleys until training had be provided to them. Regular refresh will be carried out. 10. ABM employees will be allowed time to practice manoeuvring trolleys in open areas with sufficient space available to prevent damages to people or property. 11. ABM manager/ supervisor will regularly check their team's competence in correctly and safely manoeuvring trolleys around site.	

Potential Rating	Additional Controls Required
Low 	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Related Files