

BBC Studioworks Risk Assessment – Machine Floor-washing of Studio Floors

The people that might be harmed: BBC Studioworks employees, contractors, clients, members of the public

Hazard – Slips, Trips and Falls	Control
<p>Slips on floor due to cleaning solution chemical reaction with floor paint.</p> <p>Cables / Equipment</p> <p>PPE</p>	<ul style="list-style-type: none"> • Restrict access to studio to cleaning operatives only. Ensure signage is placed on all access doors to advise of the floor wash activity. Use cones and WIP a-frame signage around the floor-wash area as required. • Ensure careful application of minimum amount of floor cleaning solution to maintain containment of fluid within working area of floor. Any excess to be removed with floor-washer immediately to avoid seepage into outer/unsuitable areas. • Operative to drive floor-washer to edge of wet working area before dismounting vehicle wherever possible. Operative to wear PPE boots with high-traction tread pattern on soles. • Ensure that studio floor (including fire lane) is clear of equipment and cables before commencing floor-wash activity and maintain clearance until floor is completely dry. • If studio drapes cannot be derigged, these must be suspended above the work area at a safe height using hoist and bonds • Keep all walkways/fire-lanes clear during activity. • Overalls/boots/rubber gloves to be worn during all floor-wash activity. Face masks and eye protection to be worn as appropriate during prep, clear up and remedial activity. Solutions and contaminated water will contain substances likely to cause skin irritation. Protective equipment available from Elstree Stores / TVC Logistics. Studio to be well ventilated by means of extractor fans and/or dock doors remaining open.

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Hazard – Machinery/Moving Parts	Control
<p>Mechanical hazards including entanglement, friction and abrasion, cutting, shearing, stabbing and puncture, impact, crushing, drawing-in, ejection of compressed air/high-pressure fluid.</p> <p>Non-mechanical hazards including electricity, fire, noise and vibration, high/low temperatures and manual handling</p>	<ul style="list-style-type: none"> • All equipment to undergo regular maintenance and inspection carried out in line with legislation and guidance. • Equipment is selected specifically for its intended purpose, and an adequate maintenance schedule put in place • No machinery to be used without adequate protection methods e.g. safety guards, hold to run devices • Carrying out a manual handling assessment for the lifting/transportation of any heavy equipment • Suitable firefighting equipment available where appropriate • A visual inspection is undertaken before all equipment is used. Any equipment that does not pass this test is immediately removed from service. • All operatives must be trained, competent and hold the relevant qualifications for the activity • Appropriate PPE to be used including suitable eye protection, ear defenders and gloves. Suitable clothing to be worn i.e. not loose fitting and appropriate to the weather/ environment. • Job rotation (where necessary) to limit exposure to noise and vibration

Hazard – Vehicles/Traffic	Control
<p>Collision with pedestrians or fixed objects when driving machines between studios</p>	<ul style="list-style-type: none"> • Segregation between pedestrians and vehicles wherever possible • Pedestrians to follow site rules and use correct crossing points • Visitors to be escorted on site • Vehicles to follow site rules e.g. speed limits, one-way systems • Use of traffic marshals for the directing and reversing of vehicles

