| **Hazards** | **Is the hazard present?**  **Y/N** | **What is the risk?** | **Risk rating**  **H = High**  **M = Medium L = Low** | **Control measures** | **Is this control in place?**  **Y/N** | **If no, what actions are required to implement the control?** | **Person responsible** | **Date action completed** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Mould |  | Lung irritation, sensitisation, adverse health affects | M | Procedure for identification and assessment of mould growth in place |  |  |  |  |
| M | All relevant staff are aware of this procedure |
| M | Regular formal inspections, e.g. bi- annual, undertaken to identify moulds or potential causes of mould, e.g. leaks? |
| M | Regular preventative maintenance procedures are in place, including regular visual inspections of the building and areas, for example,   * Check for signs of water damage or intrusion, dampness, cracks, etc. * Check for leaking pipes * Pipework is insulated * Check for condensation build up * Ensure humidity is less than 60%. Humidity can be reduced by repairing leaks and increasing ventilation * Ensure dryers vent externally * Check extraction ventilation is working correctly and maintained, e.g. in kitchens * Damp proof courses checked * Check gutters are cleared and in good condition |
| M | Generate and maintain a log book for regular examination and maintenance of plumbing system(s); gutters and ventilation systems  Ensure that maintenance/checks are occurring |

| **Hazards** | **Is the hazard present?**  **Y/N** | **What is the risk?** | **Risk rating**  **H = High**  **M = Medium L = Low** | **Control measures** | **Is this control in place?**  **Y/N** | **If no, what actions are required to implement the control?** | **Person responsible** | **Date action completed** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Mould |  | Lung irritation, sensitisation, adverse health affects | M | Remediation plan/procedure in place to deal with identified mould problem, for example   * Source of moisture been identified and removed prior to remediation * Appropriate PPE and RPE available for persons carrying out cleaning and remediation work (as detailed in reference guide) * Staff carrying out cleaning are trained and aware of relevant precautions/ controls required for mould growth greater than 3m2 * Professional expertise sought if the area covered by mould is greater than 3m2 |  |  |  |  |
| M | System in place to deal with incidents of water damage, e.g. flooding, to prevent mould growth |
| M | Records are kept of all remediation work/ monitoring carried out |
| M | Restricted access to areas of mould growth prior to and during remediation |

If there is one or more **High Risk (H)** actions needed, then the risk of injury could be high and immediate action should be taken.

**Medium Risk (M)** actions should be dealt with as soon as possible. **Low Risk (L)** actions should be dealt with as soon as practicable.

Risk Assessment carried out by: Date: / /

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  **Reference**

Guidelines for Cleaning Staff on Managing Mould Growth in State Buildings. [**www.stateclaims.ie**](http://www.stateclaims.ie/)

Guidelines for Maintenance Staff on Managing Mould Growth in State Buildings. [**www.stateclaims.ie**](http://www.stateclaims.ie/)

Department of Education and Science Circular 008/2006 Health and Safety Matters – Management of Mould