COSHH Task Assessment

Hollins & Reed Contracting Ltd

Project or site	Trade	Date assessed	Assessment ref
House refurbishment, House 7	**Joinery**	**5 October 2026**	**CA-008**

What the work makes			
Task	Sawing, sanding joinery	**Material worked**	Softwood, oak, MDF
Dust or fume made	Mixed wood dust, inhalable	**Tool used**	Mitre saw, orbital sander
Where	Indoors, one room set aside	**How long a shift**	About 3 hours

Exposure limit			
WEL, 8-hour	Mixed 3 mg/m³, softwood alone 5	**WEL, 15-minute**	None listed
Monitoring result	Not measured	**Measured on**	Not measured

Who could be harmed	People doing it	Others nearby	Cleaners, fitters	Visitors, public	Higher risk
Joiner, others, cleaner	☑	☑	☑	☐	☐

Health effects
Asthma and dermatitis. Hardwood dust can also cause a rare nasal cancer.
Keep exposure as low as reasonably practicable, even under the limit: these cause asthma and cancer.

Controls	In place	Still needed
Another method	Pre-cut, pre-finished timber where you can.	Order pre-finished skirting next.
On-tool extraction	H or M class unit on saw and sander.	
Water suppression	Not used on wood.	
Room ventilation	Windows open, door shut to other rooms.	
Fewer, for less time	Only the joiner in the room while cutting.	
Clean-up	Class M vacuum. No dry sweeping or airlines.	

RPE: type and filter	Disposable	Half mask	Powered	Face-fit tested	Eye protection
APF 20: disposable FFP3.	☑	☐	☐	☑	☐

Also needed	Yes	No	Detail	Next due
Exposure monitoring	☐	☑	Only if dust escapes the extraction.	
Health surveillance	☑	☐	Asthma questionnaire, skin checks.	Baseline
LEV examination	☑	☐	Examined at least every 14 months.	Dec 2026
Training	☑	☐	Extraction, clean shaven, clean-up.	Before start

Further action	Who	By when	Checked
Book baseline health checks before exposure	DH	Before start	
Book the extractor's examination	DH	30 Oct 2026	

Assessed by	Signed	Date	Next review
Dan Hollins		**5 October 2026**	**5 October 2027**

Worked example. Change it to fit your job before you use it.