SITE survey. APP

SITE SURVEY REPORT

Workplace Noise Risk Assessment

Prepared for	Lowfield Joinery Ltd
Date	22 Sep 2026
Site	Lowfield Joinery, Grantham
Prepared by	E. Whitcombe

FORM

Workplace Noise Risk Assessment

1. Record details and scope

Project	Lowfield Joinery, Grantham: workshop noise risk assessment (completed example)
Site or premises address	Lowfield Joinery, Earlesfield Lane, Grantham
Client or organisation	Lowfield Joinery Ltd
Record date	22 Sep 2026
Person completing the record	E. Whitcombe

For occupational noise. This is not an environmental nuisance assessment, hearing diagnosis or automatic exposure calculator; a spot reading alone is not a daily exposure.

2. People and work

Work area and activities	Machine shop: panel saw, planer-thicknesser, spindle moulder and dust extraction
Assessor and competence reference	E. Whitcombe, health and safety adviser, noise assessment training record EW-NT-2024
Exposed roles, work patterns and vulnerable groups without medical details	Six machinists on day shift, 07:30 to 16:00. Two assemblers work next to the machine shop. One apprentice under 18 in the team, so supervision and information needs are higher.
Assessment method and applicable guidance	Personal dosimetry and task sound level readings on 2026-09-16, HSE noise guidance and the employer's noise procedure LJ-NP-02

3. Exposure evidence

Task exposure 1: Planing hardwood on the planer-thicknesser

Task and equipment	Planing hardwood on the planer-thicknesser
Duration and pattern	About 2 hours a day in short runs
Representative data source or monitoring report	Dosimeter on two machinists, report LJ-NM-0916
Other exposure data (for example dosimeter LEP,d), with units	Daily personal exposure about 87 dB(A) LEP,d, peak 128 dB(C)

Comparison with the action and limit values (notes)	Above the upper exposure action value of 85 dB(A). Peak below 137 dB(C).
Variability and uncertainty	Longer hardwood runs on some days would push exposure up.

Task exposure 2: Panel saw cutting sheet material

Task and equipment	Panel saw cutting sheet material
Duration and pattern	About 3 hours a day
Representative data source or monitoring report	Sound level readings at the operator position, report LJ-NM-0916
Other exposure data (for example dosimeter LEP,d), with units	About 84 dB(A) at the operator position
Comparison with the action and limit values (notes)	Between the lower action value of 80 dB(A) and the upper action value of 85 dB(A) once combined with other tasks.
Variability and uncertainty	Readings taken on one day only.

Task exposure 3: Assembly bench next to the machine shop

Task and equipment	Assembly bench next to the machine shop
Duration and pattern	Full shift
Representative data source or monitoring report	Dosimeter on one assembler, report LJ-NM-0916
Other exposure data (for example dosimeter LEP,d), with units	Daily personal exposure about 79 dB(A) LEP,d
Comparison with the action and limit values (notes)	Below the lower exposure action value of 80 dB(A).
Daily exposure, % of the upper action value	0
Tasks with a peak at or above 137 dB(C)	0

4. Control decisions

Elimination, substitution and engineering controls	Fit the planer with a helical cutter block, quote requested. Close the acoustic doors on the extraction fan room. Move the assembly benches away from the open side of the machine shop.
Work organisation and information needs	Limit planing runs to one machinist at a time and rotate. Signs and a short briefing on noise risks for all machine shop staff.
Hearing protection selection and zone decisions	Machine shop marked as a hearing protection zone. Ear defenders with suitable attenuation issued and fit checked. Assemblers do not need protection but may use it.

Health surveillance referral decision and basis, without clinical records	Machinists referred for health surveillance through the occupational health provider, as exposure is above the upper action value. Records held by the provider, not on this form.

5. Review triggers

Changes requiring reassessment	New machines, a change to the cutter block, longer shifts or a new product line using more hardwood.
Planned review and responsible person	After the cutter block change, or by 2027-03-31 at the latest. E. Whitcombe

6. Actions and review

Are further actions required?	Yes

Further action 1: Get quotes for a helical cutter block for the planer.

Action and evidence reference	Get quotes for a helical cutter block for the planer.
Person responsible	Workshop manager
Target date	31 Oct 2026
Action status	In progress

Further action 2: Mark the machine shop as a hearing protection zone and brief staff.

Action and evidence reference	Mark the machine shop as a hearing protection zone and brief staff.
Person responsible	E. Whitcombe
Target date	26 Sep 2026
Action status	Completed
Completion evidence	Signs fitted and briefing given at the Friday toolbox talk, record TBT-LJ-0926.

Further action 3: Arrange health surveillance for six machinists with the occupational health provider.

Action and evidence reference	Arrange health surveillance for six machinists with the occupational health provider.
Person responsible	HR officer
Target date	24 Oct 2026
Action status	Open

Outstanding limitations and information to pass on	Readings were taken on one day. Repeat dosimetry after the cutter block change.
Record status	Ready for review
Reviewed by	R. Dakin, managing director
Review date	24 Sep 2026
Author signature	

Signing records the information entered. It does not itself certify legal compliance, remove a limitation or authorise unsafe work.