

**Appendix A**

<b>RISK ASSESSMENT FORM</b>			
Budget Holder:		Assessment No.:	
Organisation:		Assessment Date:	
Venue:		Assessor:	
<b>Activity/Process</b>		<b>Number of Persons at Risk</b>	
	Employees	Others	
	1		1
	2-5		2-5
	6-10		6-10
	10+		10+
<b>Hazards Involved with Activity/Process</b>			
<b>Existing Safety Measures/Controls</b>			
<b>The Residual Risk(s)</b> (After existing control measures)		<b>Risk Rating</b>	
<i>If there are none, write "Controls Adequate" below. If risks still exist, detail them below and rate the Residual Risk.</i>		Likelihood x Severity = Rating	
		..... x ..... = .....	
		..... x ..... = .....	
		..... x ..... = .....	
		..... x ..... = .....	

**IMPLEMENTATION OF CONTROLS AND MONITORING**

**Additional Controls Required to Reduce Residual Risks below Risk Rating 3**

**Additional Controls Agreed:**

**YES**

**NO**

*If 'YES' detail the action to be taken.*

Target date for Implementation:

Signed:

Line Manager responsible for activity/process

**ASSESSMENT REVIEW**

Date Implemented:

Controls Effective:

**YES**

**NO**

Comments:

Assessment Review Date:

Signed:

Line Manager responsible for activity/process

**Risk Rating**

**Rating Action Bands**

**LIKELIHOOD**

**SEVERITY OF INJURY**

**RATING & ACTION REQUIRED**

1 – Most Unlikely

1 – Trivial Injury/ies

1&2: Minimal Risk (Maintain control measures).

2 – Unlikely

2 – Slight Injury/ies

3&4: Low Risk (Review control measures).

3 – Likely

3 – Serious Injury/ies

6&8: Medium Risk (Improve control measures).

4 – Most Likely

4 – Major Injury/ies and/or Death

9, 12 & 16: High Risk (Improve controls immediately & consider stopping work).

*To establish risk rating, multiply the Likelihood by the Severity of Injury.*

**RISK ASSESSMENT CONTINUATION SHEET (If Required)**

Assessment No.:

Assessor:

**Hazards Involved with the Activity/Process (Continued)**

**Existing Safety Measures/Controls (Continued)**