

Task/Activity/Environment:		Location:	Date of Assessment:
Identify Hazards which could cause harm:		Identify risks = what could go wrong if hazards cause harm:	
No.	Hazard	No.	Risk
List groups of people who could be affected:			What numbers of people are involved?
What risk controls are in place to reduce risks?			Risk level with risk controls
No.	Risk Control		
What additional actions are required to ensure risk controls are implemented/effective or to reduce the risk further?			Risk level with additional risk controls
No.			
Is health surveillance required?	If YES, please detail:		
YES/NO			
Who will be responsible for implementing risk controls:			By When:

Completed by: _____

Signed: _____

Record of annual review: _____

Risk Rating:

↑ Increasing Consequence	5	10	15	20	25	17-25 Unacceptable – Stop activity and make immediate improvements/seek further advice
	4	8	12	16	20	10-16 Tolerable – look to improve within specified timescale
	3	6	9	12	15	5-9 Adequate – Look to improve at next review
	2	4	6	8	10	1-4 Acceptable - No further action, but ensure controls are maintained
	1	2	3	4	5	
	→ Increasing Likelihood					

Guide to using the risk rating table:

Consequences	Likelihood
1 Insignificant – no injury	1 Very unlikely – 1 in a million chance of it happening
2 Minor – minor injuries	2 Unlikely – 1 in 100,000 chance of it happening
3 Moderate – up to three days absence	3 Fairly likely – 1 in 10,000 chance of it happening
4 Major – more than three days absence	4 Likely – 1 in 1,000 chance of it happening
5 Catastrophic – death or disabling	5 Very likely – 1 in 100 chance of it happening