


RISK ASSESSMENT FORM

This form is used to document risks and hazards and estimate the level of risk for each hazard at the workplace.

This is a worksheet only and all processes, procedures and maintenance that have been assessed will need to be monitored and reviewed.

Assessment completed by:		Position:		Signature:	
Persons consulted:		Date:		Version No:	
Location/work area:					
Process, procedure or maintenance performed:					
Person/s responsible for ensuring compliance:					
List any plant and equipment:					
Details of any inspections or checks required:					
List any actions required:					
Are there any special circumstances or activities at the workplace?					
Risk assessment:					
<input type="checkbox"/> Opportunity	 <h1>SAMPLE</h1> <p>ORDER NOW AND GET FULL ACCESS</p>				
<input type="checkbox"/> Request					
<input type="checkbox"/> Accident/Incident					
<input type="checkbox"/> Consultation					
<input type="checkbox"/> Other					

Approved by:		Signature:		Date:	
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JOB STEP	POTENTIAL HAZARDS	RISKS	LIKELIHOOD	CONSEQUENCE	INITIAL RISK SCORE	CONTROL MEASURES, CHECKS AND MONITORING	LIKELIHOOD	CONSEQUENCE	REVISED RISK SCORE	PERSON/S RESPONSIBLE
	Identify the hazards relating to health and safety with each step	Identify the risks to health and safety related to each step				Decide on what actions are necessary to eliminate, or minimize risk to a reasonably practical level				
1.										
2.						.				
3.						.				
4.						.				
5.										
6.										
7.										
8.										
9.										
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14.						.				
15.						.				
16.						.				
17.						.				



SAMPLE

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Risk assessment updates: List any changes and updates to the risk assessment here (be sure to update the version number on page 1)

Monitoring and review of control measures: Detail how control measures will be monitored e.g. pre-start checks supervision, etc.

Induction, pre-start checks, completing the site safety inspection checklist, toolbox talks and on the job supervision.
In addition, an inspection of the work area will be carried out at regular intervals depending on the type of work being carried out.
The inspection will consider the risk assessment and other documentation of the site.

When monitoring and reviewing control measures note any non-conformances to the risk assessment here

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Risk assessment sign-off

By signing and accepting this risk assessment I agree that the control measures identified, I will discuss these changes to allow the risk assessment to be modified, if required.

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Name	Signature	Date	Name	Signature	Date