

Context of the assessment:

Hazard(s) identified	Person/s affected	Existing controls (how the risk is being mitigated)
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Risk Assessment Record

The assessor can assign values for the 'hazard severity' and 'likelihood of occurrence' on scales of 1 – 5 to aid with rating risks:

Hazard Severity (a)	Likelihood of Occurrence (b)
1 – Trivial (e.g. discomfort, scratch, slight bruising)	1 – Remote (almost never)
2 – Minor (e.g. small cut, abrasion, basic first aid need)	2 – Unlikely (occurs rarely)
3 – Moderate (e.g. strain, sprain, incapacitation > 3days)	3 – Possible (could occur, but uncommon)
4 – Serious (e.g. fracture, amputation, hospitalisation > 24 hrs)	4 – Likely (recurrent, but not frequent)
5 – Fatal	5 – Very likely (occurs frequently)

Risk Assessment Action Plan

Action plan in respect of:

Prepared by:

Ref no.	Action to be taken, including cost	By whom	Target date	Review date	Outcome at review date
1					
2					
3					
4					
5					