|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Date:** | **Risk Assessment** | | | | | | | | **Ref No:** | |
| Completed By: | | | | | | | | | | |
| Describe the activity or tasks/work process.    Critical Task: |  | | | | | | | | | |
| Location of process being carried out? | Warehouse | | | | | | | | | |
| Identify the persons at risk: | | | Drivers: | Warehouse Workers: | | Movers: | Office: | | | Other: |
| Identify property/equipment at risk: | | |  | | | | | | | |
| Name the substance(s) involved in the process  *(Attach data sheets to this assessment)* | | |  | | | | | | | |
| List steps involved in task: | | |  | | | | | | | |
| **Hazards: (list in applicable box below )** | | | | | | | | | | |
| Biological: | | Chemical: | | | Physical: | | | Psychological: | | |
| **Risk Rating (Use Risk Matrix to complete below)** | | | | | | | | | | |
| Frequency of Exposure (F) | | Likelihood of Loss (L) | | | Severity of Loss (S) | | | Risk Rating (R) = F+L+S | | |
| **Risk Rating:** | | | | | | | | | | |

|  |  |
| --- | --- |
| **Control Measures: (List all applicable in each box below)** | |
| **Elimination:** | |
| **Substitution:** | |
| **Engineering:** | |
| **Administrative:** | |
| **Personal Protective Equipment:** | |
| **Follow-Up Date:** | |
| **Follow-Up Findings:** | |
| **Successful:** | **Revision Required:** |
| **Comments:** | **Comments:** |
| **Completed by:** | **Signature:** |
| **Completed by:** | **Signature:** |
| **Reference Documents:** | |

|  |  |  |  |
| --- | --- | --- | --- |
| Frequency of Exposure (F) | Likelihood of Loss (L) | Severity of Loss (S) | Risk Rating (R) = F+L+S |
| **3 = 1+ times/day or ongoing** | **3 = Likely to occur soon** | **3 = Serious injury or fatality** | **8-9: High risk (Hot zone)** |
| **2 = Daily to weekly** | **2 = Likely to occur** | **2 = Medical aid required** | **5-7: Moderate Risk (Warm zone)** |
| **1 = Weekly or less** | **1 = Unlikely to occur** | **1 = Minor injury** | **3-4: Low Risk (Cool zone)** |

