

Example 1:

Hazard Risk Assessment and Management

Use this form for hazard assessment of short term work or activity, e.g. working at height, hot work and contractor related work.

Work/Activity Details /Risk Assessment					
Type of work or activity :	Indoor General Meeting	Location	Kirkwood KDOI	BEIMS No. (if applicable)	N/A
Risk assessment conducted by:	"Club Name" "Club Member"	Date:	27 Feb 2017	Time:	7pm

Hazard (An actual or potential source of harm, including behaviour)	Consequence If Hazard Not Controlled (i.e. Injury, Illness, Incident, Property Damage, etc)	Likelihood (L value)	Consequence (C value)	Risk Rating (L x C)	Controls (i.e. Eliminate, Substitute, Guarding, Training, Administrative, PPE)	Residual Risk Rating (The remaining level of risk after controls have been implemented)	Hazard Eliminated or Minimised (E or M)
Electrical Equipment	-Electrocution -Property Damage	3	2	6	-Electrical tagging -Training	4	M
Tripping	- Injury (impact)	4	2	8	- keep items off floor - tape down cords	6	M
Manual Handling	- Injury (sprains)	3	2	6	-Training	4	M

Person in Control of Work/Activity	Jessica Andronico	Name
Position	Dental Coordinator	Position
Signature	Jessica Andronico	Signature
Date	13/01/17	Date

Hazards not eliminated on completion of work must be recorded on Hazard Register