

**STEP 1 – ENTER INFORMATION ABOUT THE ACTIVITY/TASK, ITS LOCATION AND THE PEOPLE COMPLETING THE RISK ASSESSMENT**

TRA NO. (IF USED):

<b>Location name:</b>	<b>Building No.:</b>	<b>Date:</b>	<b>Assessed by:</b>	<b>Health &amp; Safety Rep.:</b>
<b>Description of Activity/Task:</b>				
<b>Workplace conditions (Describe layout and physical conditions - including access and egress)</b>				
<b>List systems of work for the Activity/Task:</b>				
<ul style="list-style-type: none"> <li>• Training procedure</li> <li>• SOPs</li> <li>• Inspections</li> </ul>				
<b>Is there past experience with the Activity/Task that may assist in the assessment?</b>				
<ul style="list-style-type: none"> <li>• Existing controls</li> <li>• Industry standards</li> <li>• Training</li> <li>• SOPs</li> <li>• Incidents &amp; near-hits</li> <li>• Incident Investigation</li> <li>• Standards</li> <li>• Legislation &amp; Codes</li> <li>• Uni guidance material</li> </ul>				

**FOR REFERENCE: THREE VARIABLE RISK CALCULATOR – when completing Step 2, refer to the variable definitions, then use the risk score calculator to calculate the risk score**

(1) Definition of Exposure Variable	
Exposure	E
Continuously or many times daily.	10
Frequently: Approximately once daily.	6
Occasionally: Once a week to once a month.	3
Infrequent: Once a month to once a year.	2
Rare: Has been known to occur.	1
Very rare: Not known to have occurred.	0.5

(2) Definition of Likelihood Variable	
Likelihood	L
Almost certain: The most likely outcome if the event occurs.	10
Likely: Not unusual, perhaps 50-50 chance.	6
Unusual but possible: (e.g. 1 in 10).	3
Remotely possible: A possible coincidence (e.g. 1 in 100).	1
Conceivable: Has never happened in years of exposure but is possible (e.g. 1 in 1,000).	0.5
Practically impossible: Not to knowledge ever happened anywhere (e.g. 1 in 10,000).	0.1

(3) Definition of Consequences Variable	
Consequences	C
Catastrophe: Multiple fatalities, permanent extensive environmental damage.	100
Disaster: Fatality, permanent local, damage to environment	50
Very serious: Permanent disability/ill health, non-permanent environmental damage.	25
Serious: Non-permanent injury or ill health. Adverse effect on environment	15
Important: Medical attention needed, off-site emission but no damage.	5
Noticeable: Minor cuts and bruises or sickness, small loss of containment, no off-site consequences.	1

(4) Risk Score Calculator	
Risk Score = E x L x C	
Risk Score	Risk Rating
> 600	Very High
300 - 599	High
90 - 299	Medium
< 90	Low



Extra writing room - use this page to enter extended comments or descriptions