|  |  |
| --- | --- |
| Description of the Process/Activity: | Location(s): |
| RA Ref: |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Hazard | Who could be harmed? | Existing safety precautions | Risk level | Additional safety precautions needed to reduce the risk level? | Revised risk level | Action by whom? | By when? | Date completed |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| Communication of significant findings | | |
| Method of communication (describe): | Person/people to communicate findings: | Target date(s): |

|  |  |  |  |
| --- | --- | --- | --- |
| Approval | | | |
| Carried out by: | Post: | Signature: | Date: |
| Approved by: | Post: | Signature: | Date: |

|  |
| --- |
| Review of risk assessment |
| The frequency of the review is (refer to guidance): |

|  |  |  |
| --- | --- | --- |
| Review date : | Carried out by: | Signature: |
| Review date : | Carried out by: | Signature: |
| Review date : | Carried out by: | Signature: |
| Review date : | Carried out by: | Signature: |
| Review date : | Carried out by: | Signature: |
| Review date : | Carried out by: | Signature: |