

General Risk Assessment Form (Dynamic)



Date of Assessment: _____

Activity/ Location: _____

Service Reference: _____

Aide Memoir √ - present and considered, X considered not to be present				Machinery	Slip/Trip/Fall	Traffic	Dangerous Substances
Hygiene	Workplace	Handling/Lifting	DSE	Access Equipment	Electricity	Moving/Falling Objects	
Temperature	Fire/Explosion	Pressure System	Weather	Environment	Violence	Tools/Work Equipment	
Work at Height	Noise/Vibration	Other					

Total Exposed to Risk (number):	Frequency: √	Monthly	Weekly	Daily	Hourly	Occasionally
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Hazard/ Concerns	Persons Affected							Likelihood	Consequence	Risk Rating	Control Measures	Further Action Required (Yes/No)
	Employee	Service User	Public	Contractor	Young Person	Mother						

<u>Risk Rating Scores</u>	Persons Affected (use tick as appropriate)	Risk Rating (numerical)
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Likelihood: Almost Certain = 5, Likely, only to be expected = 4, Probable not surprising = 3, Could happen, Unlikely = 2, Rare = 1

Consequence: **Catastrophic** = 5, **Major** (loss of limb/eye serious illness, major break) = 4, **Moderate** (Break in minor bone, temporary minor illness, eye injury) = 3, **Minor** (Laceration sprains/strains, mild health effects) = 2, **Insignificant** (scratch, minor cut/bruise) = 1

Signed (Manger/Supervisor) _____ Date: _____

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Summary of Actions: Actions must be developed that will reduce risks to a level that is as low as reasonably practicable, in practice this should be to a level equal to or less than low risk. For medium risks and above seek further advice from Service based Health and Safety practitioners.

Actions/Recommendations	Timescales	* Residual Risk (Cat.)	Responsible Person
Standard Actions			
Provision of Information, Instruction and training			
Passing on the details to others within NLC or partners/ contractors			
Preparation of Safety System of Work			
Employee to register with 'LOCATE' service provided by the foreign office.			
Commissioning other specialist risk assessments (please list relevant ones)	1)		
	2)		
	3)		

Risk Matrix.		Use the matrix below to give a general evaluation of risk, based on the most likely outcome				
Almost Certain (90% - 100%)		5	10	15	20	25
Likely, only to be expected (65 - 88%)		4	8	12	16	20
Probable, not surprising (40 - 64%)		3	6	9	12	15
Unlikely (10 - 39%)		2	4	6	8	10
Rare (0 - 9%)		1	2	3	4	5 **
Likelihood						
Consequence		Insignificant (scratch, minor cut/bruise)	Minor (Lacerations/sprain strains, mild health effects)	Moderate (Minor bone break, temporary minor illness/eye injury)	Major (break of major bone, loss of digit, minor illness, electric shock)	Catastrophic (Fatality)

Risk Categories (Cat.) *				
low	Medium	High	Unacceptable	

** If a fatality is being considered as a potential outcome, discussion should take place with the Service H&S team