

This form is to be used in conjunction with the Environment Health & Safety Procedure 3. 1-New. Risk Management.

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

Location name:	Building No.:	Date:	Assessed by :	Health & Safety Rep.:
Description of Activity/Task:				

Workplace conditions (Describe layout and physical conditions - including access and egress)

List systems of work for the Activity/Task: • Training procedure      • Inspections • SOPs	
Is there past experience with the Activity/Task that may assist in the assessment? • Existing controls      • SOPs • Industry standards      • Incidents & near-hits • Training      • Incident Investigation	

Consequences	C	Exposure	E	Likelihood	L
Catastrophe: Multiple fatalities, permanent extensive environmental damage.	100	Continuously or many times daily.	10	Almost certain: The most likely outcome if the event occurs.	10
Disaster: Fatality, permanent local, damage to environment	50	Frequently: Approximately once daily.	6	Likely: Not unusual, perhaps 50-50 chance.	6
Very serious: Permanent disability/ill health, non-permanent environmental damage.	25	Occasionally: Once a week to once a month.	3	Unusual but possible: (e.g. 1 in 10).	3
Serious: Non-permanent injury or ill health. Adverse effect on environment	15	Infrequent: Once a month to once a year.	2	Remotely possible: A possible coincidence (e.g. 1 in 100).	1
Important: Medical attention needed, off-site emission but no damage.	5	Rare: Has been known to occur.	1	Conceivable: Has never happened in years of exposure but is possible (e.g. 1 in 1,000).	0.5
Noticeable: Minor cuts and bruises or sickness, small loss of containment, no off-site consequences.	1	Very rare: Not known to have occurred.	0.5	Practically impossible: Not to knowledge ever happened anywhere (e.g. 1 in 10,000).	0.1

Risk Score	Risk Rating
> 600	Very High
300 - 599	High
90 - 299	Medium
< 90	Low

$$\text{Risk Score} = C \times E \times L$$

**STEP 2 – CIRCLE THE HAZARD IF THE ACTIVITY/TASK EXHIBITS ANY OF THE FOLLOWING HEALTH AND SAFETY HAZARDS AND ENVIORNMENTAL ASPECTS?**

Determine a risk rating by using the Three Variable Risk Score Calculator.  
 Using the Three Variable Risk Score Calculator, enter the Consequence, Exposure and Likelihood and the Risk Rating.  
 Describe the when and where the hazard is present  
 Describe the proposed controls. Detail the Type of control from the Hierarchy of Control

**Hierarchy of Control (Type)**

- El - Elimination
- S – Substitution
- En – Engineering
- A – Administrative
- P – PPE
- Is- Isolation
- T- Training
- G- Guarding
- In- Inspection

Hazard Identification:		Risk Score	Comments (ie. When and where hazard is present)	Type	Proposed Controls
• Being cut or stabbed	• Infectious agents or materials				
• Struck, crushed or entangled	• Vibration				
• Electric shock	• Other				
Workplace Conditions Hazard Identification: If there potential for?		Risk Score	Comments (ie. When and where hazard is present)	Type	Proposed Controls
• Extremes of temperature	• Exposure to UV or other radiation				
• High wind or humidity	• Inadequate lighting				
• Dusts, fumes or vapours	• Other factors				
Environmental Aspects Hazard Identification: Does the Task involve?		Risk Score	Comments (ie. When and where hazard is present)	Type	Proposed Controls
• Energy consumption	• Nuisance noise				
• Water consumption	• Dust				
• Hazardous waste	• Other factors				
• Hazardous emissions					

**STEP 3 – COMPLETE THE IMPLEMENTATION OR ESCALATION PLAN.**

Determine the person responsible for deciding upon and implementing the proposed controls. Obtain the authorization of the Management Representative.  
 Ensure the HSR (if applicable) has been consulted. Ensure the person(s) performing the Activity/Task have been consulted.

Person Responsible or Escalated to		Proposed	Due Date
Signature of Management Representative		Date	
Signature of HSR		Date	
Signature of person performing Activity/Task		Date	