

RISK ASSESSMENT Form

FM -COQ-010



Job Number:

Address:

This section must be completed for every work order. A completed risk assessment should be kept on site when the work in progress. If a hazard is identified, you must consult with your workers and others who may be on the site. Always document the method you intend to use in eliminating or controlling the risk associated with the hazard/s identified.

Access – Aggressive Dogs / Animals		Excessive manual handling		Possible Public access	
Access – Aggressive Tenants / People		Exposure to UV		Potential Damage to Public Asset	
Access – Sharps or syringes		Fall from Height above 1.8m		Rubbish	
Access – Slip / Trip Hazards		Gas		Slippery Surfaces	
Asbestos removal or risk or disturbance		Hit by objects falling from height		SNAKE &/or Spider Bite	
Broken Glass		Hot Objects or Extreme heat		Trees/Bushes/Long Grass	
Concrete		Impact on Air Quality		Uneven Ground	
Confined Space		Impact on Soil Quality		Vehicle Movement in Proximity	
Dangerous Substances		Impact on Water Quality		Working at Heights above 2.0m	
Dust		Lead Paint Hazards		Working on Ladders	
Electricity		Machinery Operating in Vicinity		Other	
Excavation Works		Over Head Power Lines			

Risk Rating & SWMS used

1 is the highest and most severe situation
6 is the lowest and least severe situation
Safe Work Method Statements must be done for all risks of 1, 2 & 3
Do not continue work until this site has been viewed by a Supervisor and all Safe Work Method Statements have been approved.

Work Supervisor / Tradesman to complete

I have conducted a site inspection and identified hazards as they exist on the date of the inspection.

Supervisor's Name: _____

Signature: _____

Date: _____

The tradesmen will need to discuss this job with me: Yes / No

CONSEQUENCE

WHAT IS THE LIKELIHOOD?

SEVERITY		Very Likely Could happen anytime	Likely Could happen some time	Unlikely Could happen but very rarely	Very unlikely Could but probably never will
	Fatality, loss of body Function, 1Hospitalization Or serious damage	1	1	2	3
	Lost time injury or Significant damage	1	2	3	4
	Medical treatment – no 1Hospitalization or serious damage	2	3	4	5
	First Aid or potential Damage only	3	4	5	6

Tradesman to Complete

Controls and Protective Measures

Signs and barriers are erected to warn of any danger and to secure work area

Layout of materials, tools and work site is safe for manual handling and minimizes risk of slips, trips and falls

All equipment for the task is in safe working condition

Know where to access the first aid kit, drinking water and telephone

All necessary Personal Protective Equipment's are used

Any change that may increase risks throughout job is being checked.

Work site is returned to a safe condition and is clean and tidy

Please Initial

Hazard Prompts (Guide Only)

* Will you be working in close proximity to overhead powerlines less than (3) metres?

* Will you be obstructing vehicle or pedestrian traffic?

* Will your work effect or damage any underground services?

* Will you be completing any high risk activities whilst working alone?

* Are you going to work in close proximity to an open trench or excavation?

* Will you be removing or working with Asbestos?

* Are you going to work above two (2) metres without fall protection?

* Will you be completing any high risk activities whilst working alone?

* Are you going to be working near any unprotected fall zones?

No Yes who did you contact? _____

* Will you be operating or working near mobile powered plant e.g. excavator?

Date	Hazards Identified	Actions Taken	By Whom

DATE PRINTED:

17/11/2020

Risk Assessment form

VERSION:01

DATE REVISED :25th October 2020

Review by C&Q and National Operation Manager

1 of 2

DATE PRINTED: 17/11/2020	Risk Assessment form	VERSION:01 DATE REVISED :25 th October 2020 Review by C&Q and National Operation Manager	2 of 2
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