Risk Assessment

 Risk Assessment

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| **Liability Risk Assessment & Control Recommendations**[Enter Event Name, Date & Time] |
|  |
| **Task / Activity/Asset** | **The Risk** | **Risk Assessment** | **Risk Rating ( III )** | **Control Measures** | **Person Responsible** | **Completion Date** |
| **Likelihood ( I )** | **Consequence ( II )** |  |  |  |
| List the individual tasks or activities.For risk assessments on Council assets - list the Council asset involved. | Identify the range of potential Risks associated with each task/activity. What can happen? How can it happen? | Used as a qualitive description ofprobability or frequency. | The outcome of an event expressed qualitively or quantitatively, being a loss, injury, disadvantage orgain. | The likelihood and the Consequ ences of a Riskoccurring | Identify suitable control measures for each identified Risk taking into consideration the Risk Rating. | The person given the responsibility to implement and/or manage the Control Measures. | The date the intended Controls will be implemented and/or managed. |
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| Document Name | Version Number | Date of Issue | Review Date |
| RISK – Risk Assessment | 1.0.0 | 2 July 2014 | July 2016 |

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Risk Assessment completed by: Date:

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| **Risk Assessment Matrix** |  | **Consequences** |  |
| **Negligible** No injuries or not requiring first aid | **Minor**First aid needed | **Moderate** Medical treatment | **Major**Serious injury | **Severe** Death or permanent disability. |
|  | **Certain to occur** Expected to occur in most circumstances | Medium 8 | High 16 | High 20 | Extreme | Extreme |
|  | **Very Likely**Will probably occur in most circumstances | Medium 7 | Medium 12 | High | Extreme | Extreme |
| **Likelihood** |  |  |  |  |  |
| **Possible**May occur occasionally | Low 5 | Medium 10 | Medium | Extreme | Extreme |
| **Unlikely**Could happen at some time | Low 2 | Low 4 | Medium | High | High |
|  | **Rare**May happen only inexceptional circumstances | Low 1 | Low 3 | Medium | Medium | Medium |

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| **Risk Level** | **Recommended Actions** |
| Extreme 23 - 25 | This rating level is not acceptableReport immediately to Senior ManagementConsider alternative activity unless controls implanted Develop specific Treatment /Action Plan for immediate actionAllocate actions and budget for implementation within 1 month Report to Senior Management on effectiveness of control |
| High 14 - 22 | Develop and implement a treatment /action plan for high risks Consider alternative activity unless controls implemented Allocate Action and budget to minimise risk, monitorReport to Management on effectiveness of control |
| Medium 6 - 21 | Develop and implement action plan for medium risksAllocate action/budget to minimise risk where control inadequate Consider additional controls |
| Low 1 - 5 | Accept and monitor low priority risksManage risks by routine procedures and monitor |
| **Hierarchy of Controls** |
| **Priority** | **Control Method** |
| 1 | Eliminate the hazard |
| 2 | Substitute safer equipment/processes |
| 3 | Isolate the hazard |
| 4 | Use engineering controls |
| 5 | Use administrative controls |
| 6 | Use personal protective equipment |

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