

# SUPPLEMENTAL RISK ASSESSMENT FORM



PRODUCTION / ACTIVITY:	
DATES OF ACTIVITY:	ASSESSMENT DATE:
ASSESSED BY:	APPROVED BY:
CONTACT:	DATE:

[illegible]

## SUPPLEMENTAL RISK ASSESSMENT FORM

Method of Communicating assessment:

Signed:

### RISK ASSESSMENT - GUIDANCE NOTES

ACTION	HAZARD (Something with the potential to cause harm)	PERSONS AT RISK (Someone at risk from the hazard)	IS THE RISK ADEQUATELY CONTROLLED (What are the existing controls)	WHAT FURTHER ACTION NEEDED TO CONTROL RISK (What more could <u>reasonably</u> be done)
EXAMPLES	*EXAMPLES	*EXAMPLES *Particularly	*EXAMPLES	
Crowd safety Access equipment <ul style="list-style-type: none"> <li>o Ladder</li> <li>o MEWP</li> </ul> Using electrical item <ul style="list-style-type: none"> <li>o Tools</li> <li>o Lighting</li> <li>o Sound</li> </ul> Fit ups <ul style="list-style-type: none"> <li>o Unloading vehicles</li> <li>o rigging</li> <li>o Building set</li> <li>o Manual</li> </ul> Working on a rake Working outside	Slippage / Tripping Fire (flammable substances) Ergonomic Moving Parts Working at Height Vehicles Electrical wiring Noise Manual handling Fumes Dust Chemicals	Office Staff Freelancers Audience Cleaners Maintenance *Contractors *Visitors The Public Operators *Young *inexperienced *Trainees *People working alone *The Disabled	Is there adequate information / training? Are there adequate systems / procedures? Meet legal requirements? Meet Byre Standards? Comply with industry standards? Represent good practice? Reduce risk as far as possible? * Are you doing all that is reasonably practicable? * Can I eliminate the hazard? * If not, how can I control the risk? * Personal protective clothing should only be used when no other <u>reasonable</u> action exists	* Prioritise for risks affecting large numbers or where serious harm may result * <b>CONSIDER:</b> <ul style="list-style-type: none"> <li>- Remove risk completely</li> <li>- Try less risky option</li> <li>- Prevent access to hazard, e.g. guarding</li> <li>- Reorganise work to reduce exposure</li> <li>- Issue personal protective clothing</li> <li>- Welfare facilities - Washing / First Aid</li> <li>- Administrative controls</li> </ul> * Review with Management. Assign Responsibility and timescales.

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**Risk Index** - Calculated by multiplying Severity (S) of Hazard by Likelihood (L) of it occurring

		Severity of the potential injury/damage				
0 – 5 = Low Risk		Insignificant damage to Property, Equipment or Minor Injury	Non-Reportable Injury, minor loss of Process or slight damage to Property	Reportable Injury moderate loss of Process or limited damage to Property	Major Injury, Single Fatality critical loss of Process/damage to Property	Multiple Fatalities Catastrophic Loss of Business
6 – 10 = Moderate Risk		1	2	3	4	5
11 – 15 = High Risk						
16 – 25 = extremely high unacceptable risk						
Likelihood of the hazard happening	Almost Certain 5	5	10	15	20	25
	Will probably occur 4	4	8	12	16	20
	Possible occur 3	3	6	9	12	15
	Remote possibility 2	2	4	6	8	10
	Extremely Unlikely 1	1	2	3	4	5

*I confirm that the significant findings of the assessments in this file have been communicated to me and the control measures explained. I understand the legal requirements for me to comply with the control measures and to co-operate with my employer in the interest of health and safety. I agree to abide with the controls in place and to report any defects or problems with the systems.*

Name	Signature	Date