



Risk Control Worksheet

ASSESSMENT DETAILS

Campus: _____ Faculty: _____

Department: _____ Building: _____

Room No: _____

Other: _____

Assessment Date: _____

Area/ Task/ Process Description:

Assessment Team:

Name	Signature

HOW TO USE THIS WORKSHEET

1. Review the identification section of each of 5 major hazard categories on the Risk Control Reference Sheets. Identify the relevant hazards noting the Hazard Code and briefly and separately describing each hazard associated with the work, equipment, process or work practice. (Description of Hazard)
2. Use the appropriate matrix to assess
 - ◆ The possible outcome presented by each hazard (Consequence)
 - ◆ The possibility of that outcome occurring (Likelihood)
3. Cross reference the consequence and likelihood to determine the risk (Risk)
4. Outline the preventative/corrective action (Corrective Actions/Risk Controls)
5. Provide a realistic date by which the actions should be completed/implemented (Timing)
6. Nominate the person responsible for the follow of the actions (Responsibility)

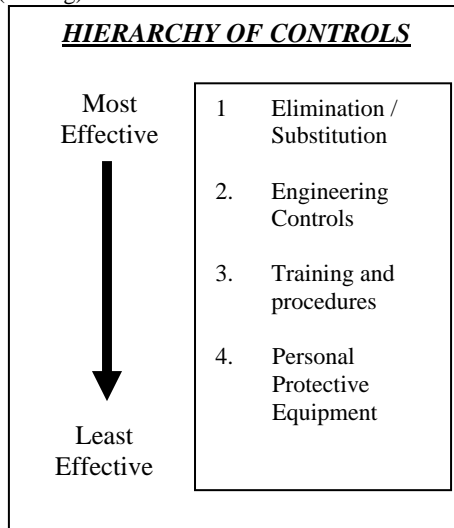
CORRECTIVE ACTION PLANNING & REVIEW

For each of the identified hazards that are assessed as an extreme, high or medium risk a corrective action / continuous improvement plan should be developed and reviewed as required.

When developing corrective action or control strategies the **HIERARCHY OF CONTROLS** should be considered. The single most important outcome of a risk assessment is to implement effective and sustainable controls to prevent or significantly reduce the chance of injury, illness or exposure.

4 levels of controls define the hierarchy. The top two levels Elimination/ Substitution and Engineering Controls are by far the most effective in preventing or reducing risks because they rely much less on human behavior, are more difficult to defeat and require much less continuing human effort than the lower level controls.

As corrective actions are planned every effort should be made to implement the top 2 levels of control.



Hazard No.	Description of Hazard	Corrective Actions/ Risk Controls
	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Consequence Likelihood Risk</p> <p>.....</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Timing Responsibility</p> <p>.....</p>
	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Consequence Likelihood Risk</p> <p>.....</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Timing Responsibility</p> <p>.....</p>
	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Consequence Likelihood Risk</p> <p>.....</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Timing Responsibility</p> <p>.....</p>
	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Consequence Likelihood Risk</p> <p>.....</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Timing Responsibility</p> <p>.....</p>
	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Consequence Likelihood Risk</p> <p>.....</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Timing Responsibility</p> <p>.....</p>

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Notes
