

Risk Assessment Form

Record a risk assessment you have carried out yourself, in a layout that captures the part people forget: who is doing the further action, by when, and when it gets reviewed.

A blank pro-forma for recording a risk assessment you have carried out yourself — the activity, what could go wrong, what is already in place, and what still needs doing.

A BLANK FORM, NOT A STANDARD

This sheet contains no hazards, no control measures and no scoring scale, and that is deliberate. What has to be assessed, who is competent to assess it, how risk is rated and what must be written down all differ by country and by the kind of work. Check what applies to you. Filling this in records your assessment; it does not demonstrate that you have complied with anything.

THIS ASSESSMENT

Reference

Date of assessment

Review date

Activity, task or area assessed

Site

Assessed by

Role

Signature

Who could be harmed

How many people

YOUR RATING SCALE

 write down the scale you are using, so the numbers below mean something

Likelihood scale used

Severity scale used

How you are combining them, and what counts as acceptable

HAZARDS AND CONTROLS

Hazard	What could go wrong	Controls already in place	Rating	Further action needed	Owner	By when	Done

REVIEW

Review date	Reviewed by	Changed since last time	Next review