

# Appendix IV

## Sample Risk Assessment Form

### 1. Identification

Activity involved:

Location:

Other persons involved:

Assessor (print name and sign)

Date \_\_\_\_\_

### 2. Check for Hazards

***Search the area of activity to see if any hazards are present such as:***

Tick where relevant

- 1. Unsafe entrances
- 2. Tripping/slipping (e.g. stairs in poor condition)
- 3. Fire (e.g. from combustible materials)
- 4. Use of equipment
- 5. Inadequate protections

- \_\_\_ 6. Display screen equipment
- \_\_\_ 7. Poor lighting
- \_\_\_ 8. Manual handling/lifting
- \_\_\_ 9. Chemicals (e.g. cleaning fluids)
- \_\_\_ 10. Crowds
- \_\_\_ 11. Fireworks
- \_\_\_ 12. Dangerous or adventure activities (e.g. assault course)
- \_\_\_ 13. Stress
- \_\_\_ 14. Lone working
- \_\_\_ 15. Violence in the workplace
- \_\_\_ 16. Noise
- \_\_\_ 17. Electricity (e.g. bad wiring and electrical equipment)
- \_\_\_ 18. Vehicles (e.g. borrowed)
- \_\_\_ 19. Work at height (e.g. ladders)
- \_\_\_ 20. Use of machinery (e.g. generator)
- \_\_\_ 21. Passive smoking
- \_\_\_ 22. Temporary structures (e.g. moveable stands)
- \_\_\_ 23. Cash handling
- \_\_\_ 24. Physical damage to service users due to volunteer intervention
- \_\_\_ 25. Psychological damage to service users due to volunteer intervention (e.g. in placements where volunteers are involved with vulnerable people)
- \_\_\_ 26. Others: (list)

**3. Persons Involved**

- 27. Employees
- 28. Volunteers
- 29. Service Users/Clients
- 30. Spectators
- 31. Members of the public
- 32. Maintenance persons
- 33. Contractors
- 34. Pregnant women
- 35. Visitors
- 36. Children
- 37. Vulnerable adults
- 38. People with disabilities
- 39. Lone workers
- 40. Persons sharing the premises
- 41. Inexperienced or untrained staff/volunteers

