APPENDIX B - An example of Risk Assessment Form

Risk Assessment Form

Dept/Organisation:		**RA Members: (Names)**		**Ref:**
Process:				
Activity/Location:				
RA Team Leader				
Approved by: (Name, Designation) (Date & Signature)		**Last Review Date:**		**Next Review Date (Max 3 years from Review Date):**
		Review Date:		

RISK MATRIX

Likelihood / Severity	Rare (1)	Remote (2)	Occasional (3)	Frequent (4)	Almost Certain (5)
Catastrophic (5)	5	10	15	20	25
Major (4)	4	8	12	16	20
Moderate (3)	3	6	9	12	15
Minor (2)	2	4	6	8	10
Negligible (1)	1	2	3	4	4

SEVERITY (S)

1. Negligible
2. Minor
3. Moderate
4. Major
5. Catastrophic

LIKELIHOOD (L)

1. Rare
2. Remote
3. Occasional
4. Frequent
5. Almost Certain

For a value of 15 to 25 (i.e. high-risk level, in red), it is essential to have control measures in place to reduce the identified hazards. For a value of 4 to 12 (i.e. medium risk level, in yellow), the risk assessment team are required to reduce the risk to as low as reasonably practicable to reduce the hazards.

1. Hazard Identification				**2. Risk Evaluation**				**3. Risk Control**						
No.	**Work Activity**	**Hazard**	**Possible Accident / Ill Health & Persons-at-Risk**	**Existing Risk Control (if any)**	**S**	**L**	**Risk Level**	**Additional Risk Control**	**S**	**L**	**Risk Level**	**Implementation Person**	**Due Date**	**Remarks**
1														
2														
3														