

Risk Assessment Matrix

Consider the likelihood of a hazardous event occurring

Consider the severity of injury/illness	Consider the likelihood of a hazardous event occurring				
	Very unlikely to happen	Unlikely to happen	Possibly could happen	Likely to happen	Very likely to happen
Catastrophic (e.g fatal)	Moderate	Moderate	High	Critical	Critical
Major (e.g Permanent Disability)	Low	Moderate	Moderate	High	Critical
Moderate (e.g Hospitalisation/Short or Long Term Disability)	Low	Moderate	Moderate	Moderate	High
Minor (e.g First Aid)	Very Low	Low	Moderate	Moderate	Moderate
Superficial (e.g No Treatment Required)	Very Low	Very Low	Low	Low	Moderate

Hierarchy of controls

<p>Most Effective</p> <p>↓</p> <p>Least Effective</p>	ELIMINATE:	
	1	Eliminate the hazard - remove it completely from your workplace. <i>If this isn't reasonably practicable, then...</i>
	MINIMISE:	
	2	Substitute the hazard - with a safer alternative. <i>If this isn't reasonably practicable, then...</i>
	3	Isolate the hazard - as much as possible away from the workers. <i>If this isn't reasonably practicable, then...</i>
	4	Use engineering controls - adapt tools or equipment to reduce the risk. <i>If this isn't reasonably practicable, then...</i>
	5	Use administrative controls - change work practices and organisation. <i>If this isn't reasonably practicable, then...</i>
6	Use personal protective equipment (PPE) - this is the last option after you have considered all the other options for your workplace.	

Task Analysis Form



SITE DETAILS

Job Name:	Job Number:	Date:	Page:
Location:			
Staff Member:	TA No./Rev		Consequence :H = High, M=Medium, L=Low
PPE Required:- <input type="radio"/> Hard Hat <input type="radio"/> Hi - viz <input type="radio"/> Safety Boots <input type="radio"/> Ear Muffs <input type="radio"/> Safety Glasses Other			Likelihood : P=Possible, U=Unlikely, R=Rarely
Equipment For This Job:			Control: M=Minimise, E=Eliminate, I=Isolate

TASK

SEQUENCE OF BASIC TASK	POTENTIAL SIGNIFICANT HAZARDS	CONSEQUENCE	LIKELIHOOD	CONTROL	RISK	HAZARD CONTROL METHOD

PERSONNEL

<p>Training/Certification</p> <ul style="list-style-type: none"> <input type="checkbox"/> Site Safe Commercial Passport <input type="checkbox"/> Site Safe Working at Height <input type="checkbox"/> PCA Crane Operator Certificate <input type="checkbox"/> PCA Rigger / Dogman Certificate <input type="checkbox"/> Site induction <input type="checkbox"/> Company Induction <p>SIGN OFF OF SAFE WORK METHOD PROCEDURE: NAME: _____ DATE: _____</p>	<p>PPE Requirement</p> <ul style="list-style-type: none"> <input type="checkbox"/> Safety Boots <input type="checkbox"/> Hard Hat /Gloves <input type="checkbox"/> Hi Viz Vest <input type="checkbox"/> Retractable Harnesses <input type="checkbox"/> Static Line (8mm steel) <input type="checkbox"/> Safety Glasses <input type="checkbox"/> Hearing Protection <p>SIGN OFF OF SAFE WORK METHOD PROCEDURE: NAME: _____ DATE: _____</p>	<p>Acknowledgement: I have read and understand this Task Analysis and will comply with its requirements</p> <p>NAME: _____ DATE: _____ SIGN: _____</p> <p>NAME: _____ DATE: _____ SIGN: _____</p> <p>NAME: _____ DATE: _____ SIGN: _____</p> <p>NAME: _____ DATE: _____ SIGN: _____</p> <p>NAME: _____ DATE: _____ SIGN: _____</p> <p>NAME: _____ DATE: _____ SIGN: _____</p>
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