

Health and Safety

Example Risk Assessment Form



Directorate: Corporate Resources		Team:				Location: Outdoors				
Activity or Work Area Assessed: Working in outdoor weathers		Assessors:				Date of Assessment:		Date for Review:		
Hazard	Who could be harmed and how?	Control measures already in place	L – Likelihood (1 – 4)	S – Severity (1 – 4)	Risk rating – Lx S = R (1 – 16)	Date of completion	Additional control measures If risk rating is 6 or above		Person responsible for implementing further controls	Date of completion
Hypothermia	Staff / Contractors	<ul style="list-style-type: none"> •Ensure the personal protective equipment issued is appropriate including the provision of coats, gloves, scarfs and hats. •Provide mobile facilities for warming up, and encourage the drinking of warm fluids such as soup or hot drinks 	1	3	3					
Frost Bite	Staff / Contractors	<ul style="list-style-type: none"> •Introduce more frequent rest breaks 	1	3	3					
Cold stress	Staff / Contractors	<ul style="list-style-type: none"> •Consider delaying the work – can it be undertaken at warmer times of the year without compromising on safety? •Educate workers about recognising the early symptoms of cold stress and provide the appropriate first aid treatment. <p>Provision of changing facilities</p>	1	3	3					

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		including showers and a place to change into warm, dry clothing. Early notification of severe weather warnings via the council web sites							
Heat exhaustion	Staff / Contractors	Ensure the personal protective equipment issued is appropriate including the provision of large brimmed hats.	1	3	3				
Heat Stroke	Staff / Contractors	Reschedule work to cooler times of the day	1	3	3				
Sunburn	Staff / Contractors	Provide more frequent rest breaks and introduce shading to rest areas	1	3	3				
Dehydration	Staff / Contractors	Provide free access to cool drinking water Introduce shading in areas where individuals are working Encourage the removal of personal protective equipment when resting to help encourage	1	3	3				

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		heat loss Educate workers about recognising the early symptoms of heat stress							
High wind velocities	Staff / Contractors	<ul style="list-style-type: none"> •Ensure the personal protective equipment issued is appropriate including the provision of wind / weather coats, gloves, scarfs and hats. •Provide mobile facilities for warming up, and encourage the drinking of warm fluids such as soup or hot drinks •Introduce more frequent rest breaks •Consider delaying the work – can it be undertaken at warmer times of the year without compromising on safety? •Educate workers about recognising the early symptoms 	1	3	3				

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		<p>of cold stress and provide the appropriate first aid treatment.</p> <p>Provision of changing facilities including showers and a place to change into warm, dry clothing.</p> <p>Early notification of severe weather warnings via the council web sites</p>							
Wet clothing due to sweating or rain	Staff / Contractors	<ul style="list-style-type: none"> •Ensure the personal protective equipment issued is appropriate including the provision of water / weather proof coats. •Provide mobile facilities for warming up, and encourage the drinking of warm fluids such as soup or hot drinks •Introduce more frequent rest breaks •Consider delaying the work – can it be undertaken at warmer times of the year without 	1	3	3				

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		<p>compromising on safety?</p> <ul style="list-style-type: none"> •Educate workers about recognising the early symptoms of cold stress and provide the appropriate first aid treatment. <p>Provision of changing facilities including showers and a place to change into warm, dry clothing.</p> <p>Early notification of severe weather warnings via the council web sites</p>							

Assessor Name	
Assessor Signature	

Manager/Head of Service Name	
Manager/Head of Service Signature	

This assessment must be shared with, and communicated to, all staff who conduct this activity and/or work in the area assessed.

Risk Rating:

		Severity			
		1-Trivial	2-Minor	3.Serious	4.Major
Likelihood	4-Very Likely	4 L	8 M	12 H	16 C
	3-Likely	3 L	6 M	9 H	12 H
	2-Possible	2 L	4 L	6 M	8 M
	1-Remote	1 L	2 L	3 L	4 L

Critical (16)	Immediate	Stop. Do not undertake the activity-critical risk, too high and unacceptable. Controls need to be implemented and the risk rating reduced to an acceptable level before the activity can recommence
High (9 -12)	1 week	Require immediate attention to bring the risk down to an acceptable level
Medium (6 - 8)	1 month	Review existing controls and consider additional ones. Regular monitoring required
Low (1 – 4)	3 months	Continue with the existing controls, operations requires monitoring

Hazard: Something that has the potential to cause harm

Likelihood: The likelihood of the hazard causing harm

Risk rating is calculated by multiplying the likelihood by the severity:

e.g. a likely chance of an accident resulting in a major injury = 3 x 4 = 12

therefore, a medium risk – within 1 month - review existing controls and consider additional ones. Regular monitoring required.