

RISK ASSESSMENT FORM

STRPRQ - 07

Dept. Name:		RA no*:		Rev No.*		Date:	
-------------	--	---------	--	----------	--	-------	--

Work / Activity Details: . Public Access to Mezzanine Viewing Area from the Picnic Area Access.

Sect.1. Risk Assessment Table

Sub Task/Activity	Hazards Identified	RA Criteria (People/Environment/Property/Process)	Consequences	Existing Control Measures	Severity** Rating (A) of consequences with existing controls	Likelihood** Rating (B) (Refer Table in Sect.2)	Risk Level** (A x B)	Additional Controls (if any)	Person Responsible	Agreed time	New Severity Rating(A1)	New Likelihood Rating(B1)	Residual Risk (A1 x B1)	Decision to
Accessing the Mezzanine from outside the external gate	Slips and Trips	People	Injury	Pathway to be maintained free of obstacles.	3	3	9	Pathways to be checked prior to open days.			2	2	4	Y
				Pathway to be kept clear of Moss and dead vegetation	3	3	9	Pathways to be treated to remove moss or other slip vegetation hazard			2	2	4	Y
Entrance at workshop vestibule	Slips and trips	People	Injury	Workshop vestibule to be maintained free of obstacles	3	3	9	Eara to be inspected prior to open days, any obstacles /hazards removed.			2	2	4	Y
				Workshop vestibule to be kept free of liquids that could be slip hazard	3	3	9	Any liquid spills to be cleaned away.			2	2	4	Y
Stairway	Slips and trips	people	Injury	Steps to be maintained free of obstacles.	3	3	9				2	2	4	Y
				Steps to be cleaned free of slip hazard and non slip surface maintained.	3	3	9	Steps to be cleaned and any damage to non slip			2	2	4	Y

RISK ASSESSMENT FORM

STRPRQ - 07

Sub Task/Activity	Hazards Identified	RA Criteria (People/Environment/Property/Process)	Consequences	Existing Control Measures	Severity** Rating (A) of consequences with existing controls	Likelihood** Rating (B) (Refer Table in Sect.2)	Risk Level** (A x B)	Additional Controls (if any)	Person Responsible	Agreed time	New Severity Rating(A1)	New Likelihood Rating(B1)	Residual Risk (A1 x B1)	Decision to
								surface repaired.						
Using wheelchair / disabled person elevator	Machinery failure	People / Property	Injury / Damage	Elevator to be checked and tested prior to use on open days.	3	2	6	Check sheet to be made and used.			2	2	4	Y
				Ensure staff are able to move elevator should it become inoperative between floors	3	3	9	Training as required to move elevator to safe position to allow any persons inside to be released.			2	2	4	Y
Access to toilets inside workshop	Slips / trips	People / Property	Injury / Damages	Persons requiring use of toilets to be escorted when inside the workshop Persons must remain inside the yellow lines on the workshop floor	3	3	9	Persons requiring use of toilets to be instructed not to stray outside yellow lines. Barrier to be erected and signs posted to prevent access into the working area			2	2	4	Y

RISK ASSESSMENT FORM

STRPRQ - 07

Sub Task/Activity	Hazards Identified	RA Criteria (People/Environment/Property/Process)	Consequences	Existing Control Measures	Severity** Rating (A) of consequences with existing controls	Likelihood** Rating (B) (Refer Table in Sect.2)	Risk Level** (A x B)	Additional Controls (if any)	Person Responsible	Agreed time	New Severity Rating(A1)	New Likelihood Rating(B1)	Residual Risk (A1 x B1)	Decision to
Use of toilettes	Slips / trips	People	Injury	Toilets clean and free of hazards.	2	2	4				2	2	4	Y

- *Numbering guidance: a. New RA No. if it is a fresh case. b. Old RA No. with new date if no change is hazards. c. Old RA No. inserting Rev. No & new date if there are additional Hazards
- ** Refer RA Matrix (Sect.2 Table 1,2,3, of this Form for Hazards / Consequences Evaluation (Likelihood/Severity) to People, Environment and/or Property / Commercial aspects as applicable to arrive at ratings of (A) & (B).
- *** Refer Risk Level table (Sect.2 Table 4 of this form)). .If results are either in yellow or red consider additional measures to mitigate the risk.
- ‘Contingency Plans’ to limit the impact of unplanned occurrences/ failure of control measures to be discussed and recorded in the section below.
- During review of the RA process, if scope for improvement of the documented HSE procedure for the operation/activity is identified, same should be recorded in the comments section below.
-

Contingency Plans :

Comments :

Signed:

Date

Reviewer’s Comments:

Signed:

Name / Position / Signature

Date

RISK ASSESSMENT FORM

STRPRQ - 07

SECT 2: Risk Ranking Matrices & Risk Level Tables

TABLE 1 : - PEOPLE			(Severity of)Consequence-A				
			FAC: First Aid Case	LTI: Lost Time Incident	Hospital: Injury requiring Hospitalization or LTI >24hours	Perm Disability: Injury resulting in permanent disability	Fatality: Injury resulting in death
Likelihood Of Consequence)-B	Rating		1	2	3	4	5
	Happened several times per annum in a location/ship (Very likely)	5	5	10	15	20	25
	Happened several times per annum within the company (Likely)	4	4	8	12	16	20
	Happened within our company at least once (Unlikely)	3	3	6	9	12	15
	Heard Within the industry (Highly unlikely)	2	2	4	6	8	10
	Never heard within the industry (Almost NIL chances)	1	1	2	3	4	5

TABLE 2: PROPERTY / COMMERCIAL			(Severity of)Consequence-A				
			GBP 10. Damage to property/equipment	GBP 50. Damage to property/equipment	GBP 100. Damage to property/equipment	GBP 500. Damage to property/equipment	GBP 1000 Damage to property/equipment
Likelihood Of Consequence)-B	Rating		1	2	3	4	5
	Happened several times per annum in a location/ship (Very likely)	5	5	10	15	20	25
	Happened several times per annum within the company (Likely)	4	4	8	12	16	20
	Happened within our company at least once (Unlikely)	3	3	6	9	12	15
	Heard Within the industry (Highly unlikely)	2	2	4	6	8	10
	Never heard within the industry (Almost NIL chances)	1	1	2	3	4	5

TABLE 3 : RA - MATRIX FOR MOC			(Severity of) Consequence (To be defined)#* - A				
			Negligible	Minor	Moderate	Major	Catastrophic
Likelihood Of Consequences-B	Rating		1	2	3	4	5
	Very likely	5	5	10	15	20	25
	Likely	4	4	8	12	16	20
	Unlikely	3	3	6	9	12	15
	Highly unlikely	2	2	4	6	8	10

RISK ASSESSMENT FORM

STRPRQ - 07

Almost NIL chances	1	1	2	3	4	5
--------------------	---	---	---	---	---	---

Table 4: Risk Levels	Meaning	Action
1 - 7	Tolerable	Risk is acceptable and job can be undertaken. Consideration may be given for further reduction of risk if reasonably possible. However, in case value is above 4, continuous monitoring is required to ensure existing controls are maintained.
8 - 11	Moderate	Efforts are to be made to reduce the risk by placing additional controls with an aim to bring down Risk Level to Green zone.
12 - 25	Substantial	Efforts are to be made to reduce the risk to green/yellow rating by placing additional controls and taking appropriate action as defined above. However, If the final risk level is in the red zone then no job shall be undertaken. Until the final risk level is reduced so that it is no longer in the red zone the job shall not be undertaken."