



Understanding Risk Assessment

A risk assessment is not about creating huge amounts of paperwork, but rather about identifying sensible measures to control the risks in your workplace.

Risk Assessment Terms

- **Hazard** – The potential for harm
- **Risk** – The probability that there will be harm (Coupled with the extent of such harm)
- **Risk Control** – Process for keeping risks acceptable including assessment and choosing precautions
- **Risk Assessment** – Identification of risks and comparing them with simple standards

Risk Assessment Process

- Understand the activity
- Identify the hazards
- Include what might go wrong - are precautions for these possibilities in place
- What is the probability of the harm occurring and what is its extent?
- Is this risk acceptable and low?
- What precautions are needed - are they in place?
- Is the risk acceptable when precautions are in place?
- **Key part is the communication of the hazards and of the precautions specified**
- **Precautions need to be in place whenever the task is performed**

Hazard Identification

- Assistance on this key step comes from:
- Experience
- Using several people to consider the topic
- Use of checklists to prompt memory
- Learning from incidents

Risk Categories

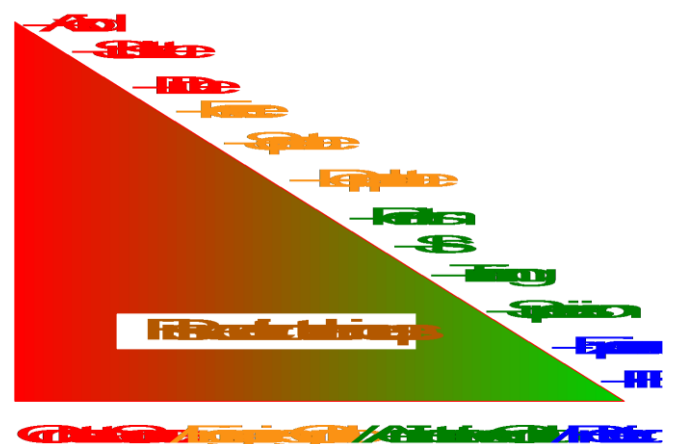
- Physical
- Chemical
- Ergonomic
- Biological
- Environmental

Risk Decision - form a view of the risk and compare to standards:

- **Is this an acceptable level?**
 - Be wary of personal convenience swaying decisions
 - Also be aware that level needs to be acceptable rather than minimised
- **If not then need to address how to reduce the level**
 - Identify the additional steps to take
 - Return to the risk assessment process and decide if the risks are now acceptable.

Risk Reduction Hierachy

- Remove / eliminate the hazard
- Reduce the probability of the injury occurring by physical means (e.g. engineering controls)
- Reduce this probability by using systems (e.g. administrative controls)
- Reduce the extent of any incident
- Reduce the damage the incident may cause if it happens (e.g. through use of PPE)



Risk assessment is a route to getting people / everyone to address safety risks for a task or activity. Risk assessment is not difficult but requires effort.

For further information about engineering consultancy waste, energy and water minimisation and OHS please email to customercare@reedconsultingbd.org.