



Sample

Frankston City Council

Location (Melways Ref)

Date

Hazard & Risk Assessment



Risk Rating & Control

Risk Rating Chart

Likelihood	Consequences				
	Insignificant	Minor	Moderate	Major	Catastrophic
Almost	H	H	E	E	E
Likely	M	H	H	E	E
Possible	L	M	H	E	E
Unlikely	L	L	M	H	E
Rare	L	L	M	H	H

Legend

- E: extreme risk; immediate action required
- H: high risk; senior management attention needed
- M: moderate risk; management responsibility must be specified
- L: low risk; manage by routine procedures.

Control Hierarchy

The control hierarchy is a list of control measures, in priority order, that can be used to eliminate or minimize exposure to hazards. Below is the control hierarchy with general examples of each control measure:

Elimination

Avoid the risk by removing the hazard completely.

Substitution

Use less hazardous procedure/substances equipment/process.

Isolation

Separate the process from people by the use of barriers/enclosures or distance.

Engineering Controls

Mechanical/physical changes to equipment/materials/process.

Administrative Controls

Change procedures to reduce exposure to a hazard.

Personal Protective Equipment

Definitions

Control Hierarchy	A series of control options ranked towards greatest and most efficient management of the hazard.
Hazard	Something with the potential to cause injury or illness.
Risk	The probability of a hazard resulting in an injury or disease, together with the seriousness of the injury or disease.

