

Please read all the instructions before starting work on your project.

The risk assessment project is broken down into a number of stages, which should flow from start to finish, telling a complete story of your work area and the hazards, risks and their required controls within it.

Please use the risk assessment template below for this process.

For this risk assessment project, it is important that you only choose hazards that are not currently adequately controlled.

Your risk assessment must show the following about your work area:

- Details of the work area being assessed; o The tasks being performed in the work area;
- A listing of four (4) hazards in the work area, with each one followed through the risk assessment process;
- List who may be harmed by the hazard; o State how they may be harmed; o Describe the risk controls already in place o Calculate a risk rating -- using the IOSH 5 x 5 matrix; o Describe any additional controls needed;
- Calculate a risk rating for the new controls (the residual risk); o State who will action or monitor any further controls; o State when the actions or monitoring needs to take place.

In addition it must also show the following basic information:

- o Your name;
- Date and time of the risk assessment; o Your training provider's name; o Your signature; o The risk assessment review date.

Malpractice

What you must not do (Plagiarism, cheating, etc.)

Any work that the tutoring team believe to be copied from other materials and not the students own work/words will be investigated as malpractice.

If the malpractice is found to be correct the student's exam/project will be voided and the student will lose one of their two attempts at the exam/project.

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Julia Schneider

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