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| Risk Assessment Name: (Add name) Assessment Date: xx/xx/xx Conducted by:  |

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| **DETERMINING THE RISK LEVEL:** **For each Hazard determine the residual risk level** (with controls in place)Risk Level = Consequence Level + Likelihood Level**One visit first aid only** | **Requires medical or repeat treatments** | **Permanent disability** | **Serious Injury or long term illness** | **Multiple or single fatalities**  | **Injury/Harm** |
| **Zero minimal Impact** | **Minimal breah of legislation** | **Breach of legislation a noticable environmental impact** | **Detrimental effect less than 1 year to remediate** | **Remediation requires >5 years to recover** | **Environmental** |
| **Threat only or hoax** | **Genuine threat managed internally** | **Resolved with outside assistance** | **Situation controlled by outside agency** | **Successful attack, civil unrest** | **Security** |
| **No impact on business** | **Loss of production for half a day** | **Loss of production for less than 1 day** | **Loss of production capability for greater than 1 day** | **Risk of site closure** | **Business** |
| **No breach or minimal breach** | **Minor breach of legiation, low risk of fines** | **Moderate breach of legislation, risk of fine** | **Breach of legislation risk of fines and prosecution** | **Possible majpr fines, prosecution or jail** | **Compliance** |
| **Community tolerace minimal compliants** | **Possibility of compliants low risk of publicity** | **External complaints risk of medium coverage** | **Likely media attention, local and state** | **National or internatonal media coverage** | **Reputational** |
| **Up to $10,000** | **Greater than $10,000 up to $50,000** | **Greater than $50.000- up to $200,000** | **Greater than $200,000 up to $500,000** | **Greater than $500,000** | **Finance** |
| **Likelihood** | **Concequence** |
| **Insignificant** | **Minor** | **Moderate** | **Major** | **Catastrophic** |
| **1** | **2** | **3** | **4** | **5** |
| **5** | **Almost Certain (>90%)** | Medium | 6 | High | 7 | High | 8 | V.High | 9 | V.High | 10 |
| **4** | **Likely (65-<90%)** | Medium | 5 | Medium | 6 | High | 7 | High | 8 | V.High | 9 |
| **3** | **Probable (35-<65%** | Medium | 4 | Medium | 5 | Medium | 6 | High | 7 | High | 8 |
| **2** | **Possble (10-<35%)** | Low | 3 | Medium | 4 | Medium | 5 | Medium | 6 | High | 7 |
| **1** | **Unlikely (>10%)** | Low | 2 | Low | 3 | Medium | 4 | Medium | 5 | Medium | 6 |

Risk Levels

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| Score | Risk Level | Description |
| **2-3** | **Low** | No additional controls are required unless they can be implemented at very low cost (in terms of time, money and effort). Actions to further reduce these risks are assigned low priority. Arrangements should be made to ensure that the controls are maintained.  |
| **4-6** | **Medium** | Consideration should be given as to whether the risks can be lowered, but the costs of additional risk reduction measures should be taken into account. The risk reduction measures should be implemented within a defined time period. Arrangements should be made to ensure that the controls are maintained, particularly if the risk levels are associated with harmful consequences. |
| **7-8** | **High** | Substantial efforts should be made to reduce the risk. Risk reduction measures should be implemented urgently within a defined time period and it might be necessary to consider suspending or restricting the activity, or to apply interim risk controls, until this has been completed. Considerable resources might have to be allocated to additional controls. Arrangements should be made to ensure that the controls are maintained, particularly if the risk levels are associated with extremely harmful consequences and very harmful consequences. |
| **9-10** | **Very High**  | These risks are unacceptable. Substantial improvements in risk controls are necessary, so that the risk is reduced to an acceptable level. The work activity should be halted until risk controls are implemented that reduce the risk so that it is no longer very high. If it is not possible to reduce risk the work should remain prohibited. |

| **What are the hazards?** | **Who might be harmed and how?**  | **What are you already doing to control the risks?**  | **Risk Level** | **What further action do you need to take to control the risks?**  | **Who needs to carry out the action?** | **When is the action needed by?** | **Done** |
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| **Manual handling** Deliveries  | Staff risk of strains or other injuries to their back or elsewhere, from handling carcasses or other stock. | * All staff are trained on how to lift properly
* High shelves are for light goods only
* Walkways kept clear
* Trolley available.
 | 2+24 Med | * Remind staff that where possible, stock should be moved using the trolley
* Remind staff of the need to lift properly and safely, particularly handling carcasses
* SWP for manual handling
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| **Slips, trips and falls** | Staff risk sprains, fractures or bruising if they trip over objects, such as stock, or slip-on spillages, e.g. from fat build up. | * Staff try to stop meat debris/blood getting on the floor – drip trays used, leaks on machines are fixed and staff put meat debris straight into bins.
* Staff ‘clean as they go’.
* Wet floor warning signs always used
* Lino floor even, in good condition and has good drainage and rubber mat.
* Doormats at entrance in wet weather
* Good lighting in all areas.
* Staff wear sensible, non-slip footwear.
* Floor in all areas cleaned thoroughly according to a daily schedule.
* Cool room well organised all products up off the floor, heavy cartons to be at waste height, rails and gates are in good working order for carcass products.
 | 1+23 Low | * Remind staff to check for ice debris in the cold store and to clear this away.

 * Remind staff to clean shoes at end of day and check soles have not worn smooth.
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| **Machinery** Bandsaw, mincers, cutters, slicers, vacuum, hand wrapping machine, tenderiser, sausage maker | Staff risk deep cuts or amputations from contact with blades or other machinery parts | * All machines guarded according to manufacturers’ instructions.
* Staff trained in using machines safely, including pre-use checks and safe systems of work for clearing blockages.
* Blade carriers are always used when a blade is removed, and staff are trained to use them safely.
* Benches/cutting board secured in place
* Warning signs displayed at machines. Sufficient space provided for operator around machines.
 | 2+35 Med | * Develop safe work procedures for all machinery
* Remind staff not to distract colleagues who are using machinery.
* Remind staff to do pre-use checks on machinery guards and to follow the safe system of work for clearing blockages, being especially sure to turn off the machine before doing so.
* All staff to review and sign off on SWP
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| **Knives**  | Staff risk deep cuts or amputations from contact with blade. | * Staff trained in the safe use, maintenance and storage of knives.
* Staff use the right knives for the job.
* Knives kept sharp.
* PPE (chain mail gauntlet/apron) provided, and staff know how to wear it and for what jobs.
* Slash proof gloves to be worn
* Sufficient space for staff to work safely.

Shop first-aiders are trained in first aid for stab wounds | 2+35 Med | * Remind staff not to distract colleagues when they are using knives.
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| **Infection** | Staff risk zoonotic infection from absorbing raw meat | * Good personal hygiene from all staff.
* Good washing and welfare facilities.
* Staff trained in washing out puncture wounds and covering cuts with food-grade plasters and dressings.
 | 1+23 Low | * Remind staff to clean and disinfect waste buckets every time they are emptied.
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| **Contact with bleach and other cleaning chemicals** | Staff doing cleaning risk skin irritation or eye damage from direct contact with cleaning chemicals. Vapour may cause breathing problem | * Mops, brushes and strong rubber gloves are provided and used.
* Staff shown how to use cleaning products safely, e.g. follow instructions on the label, dilute properly and never transfer to an unmarked container.
* Hand wash area – soap and paper towel available.
 | 2+35 Med | * Chemical storage and handling to be assessed in consultation with TIR
* Eliminate unnecessary chemicals. Safely dispose of unwanted chemicals and chemicals that are out of date.
* Ensure the register of hazardous chemicals is up to date. The register must include a list of the hazardous chemicals kept or used on site, as well as their current SDS.
* Ensure there is a suitable way to clean up any chemicals that spill.
* Ensure staff are trained on the SDS and know what to do if there is a spill.
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| Any Licences, Training required? |  |
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| **Team Member Name** | **Team Member Position** | **Date** | **Signature** |
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