

## Risk Assessment Form (to be completed)

<b>What are the hazards?</b> Spot hazards by walking around the workplace, talking to workers, checking machines and their instructions	<b>Who might be harmed, and how?</b> Remember: <ul style="list-style-type: none"> <li>• some workers have specific needs</li> <li>• People who are not present when the assessment is taking place</li> <li>• Members of the public</li> </ul>	<b>What are you already doing?</b> List precautions already in place	<b>List actions to be taken</b> Note <b>Who</b> will take the action, by <b>what date</b>