

**MOD Risk Assessment Form**

MOD Form 5010  
07/2020

|                                  |   |                                  |
|----------------------------------|---|----------------------------------|
| <b>Establishment /Unit/Ship:</b> | <b>Assessment Ref:</b>  | <b>Date:</b>                     |
| <b>Section/Department:</b>       | <b>Assessment Type</b><br><i>(Note 1) tick as appropriate</i> |                                  |
|                                  | Specific <input type="checkbox"/>                             | Generic <input type="checkbox"/> |

|                          |  |
|--------------------------|--|
| <b>Activity/Process:</b> | <b>Who is at risk:</b>   |
|                          | All staff: <input type="checkbox"/>                                  |
|                          | Operators and/or maintenance staff: <input type="checkbox"/>         |
|                          | Visitors, vulnerable groups, public, etc. : <input type="checkbox"/> |

| Ref | Hazard | Existing Control Measures<br><i>(Note 2)</i> | Significant Residual Risk Assessment Req'd |
|-----|--------|--|--|
| 1   |        |  | Y/N  |
| 2   |        |  | Y/N  |
| 3   |        |  | Y/N  |
| 4   |        |  | Y/N  |
| 5   |        |  | Y/N  |
| 6   |        |  | Y/N  |
| 7   |        |  | Y/N  |
| 8   |        |  | Y/N  |
| 9   |        |  | Y/N  |
| 10  |        |  | Y/N  |
| 11  |        |  | Y/N  |
| 12  |        |  | Y/N  |



- 1 If using a 'Generic' risk assessment, Assessors and Managers are to satisfy themselves that the assessment is valid for the task and that all significant hazards have been identified and assessed. If additional hazards are latterly identified they are to be recorded and the Generic assessment updated.
- 2 Only a reference to the safe system of work or simple description of the control measures is required. If the existing control measures reduce the risk to ALARP and the residual risk is considered not to be significant then no further assessment should be needed for the risk relating to that hazard.
- 3 If the risk assessment identifies the need for additional control measures, the risk relating to that hazard and any other hazard s affected by the change will need to be reassessed once the additional controls have been implemented.
- 4 Managers are to note that they are responsible for production of the risk assessment and that by completing this section they acknowledge ownership of the risk and that the risk assessment is suitable and sufficient. Signatures may be required by local procedures where hard copy risk assessments are used but are not necessary for soft copies as electronic signatures provide an audit trail.
- 5 Risk Assessments are to be reviewed:
  - at a frequency proportional to the risk (e.g. high risk – 6 monthly; medium risk – annually; low risk – every 2 years)
  - where required by local instructions/procedures;
  - prior to use if the safe execution of the activity relies on:
    - a permit to work; or
    - stringent adherence to a safe system of work and/or supervision.
  - if there is reason to doubt the effectiveness of the assessment.
  - following an accident or near miss.
  - following significant changes to the task, process, procedure, personnel or line management.
  - following the introduction of more vulnerable personnel.

|  |   |   |                          |                            |                                      |
|--|---|---|--------------------------|----------------------------|--------------------------------------|
| High   | Common, regular or frequent occurrence. | 3 | 3 Med                    | 6 High                     | 9 High                               |
| Medium                                       | Occasional occurrence.                  | 2 | 2 Low                    | 4 Med                      | 6 High                               |
| Low  | Rare or improbable occurrence.          | 1 | 1 Low                    | 2 Low                      | 3 Med                                |
| <b>Risk Matrix<br/>Likelihood X Severity</b> |   |   | 1                        | 2                          | 3                                    |
|  |   |   | Minor injury or illness. | Serious injury or illness. | Fatalities, major injury or illness. |
|  |   |   | Low                      | Medium                     | High                                 |

|               |  |
|---------------|--|
| <b>High</b>   | Rigorous scrutiny of control measures required to ensure ALARP, improve control measures where possible; consider stopping work. Conducting activities at this level of risk may require formal approval from the appropriate Duty Holder. |
| <b>Medium</b> | Review control measures and improve if reasonably practicable to do so, consider alternative ways of working.  |
| <b>Low</b>    | Maintain control measures and review regularly or if there are any changes.  |