INSERT YOUR COMPANY LOGO HERE

**RISK ASSESSMENT**

Actions should be taken based on the risk score. Assign a priority (very high, high, medium or low) based on existing and required control measures, in consultation with your supervisor or relevant committee.

|  |  |  |  |
| --- | --- | --- | --- |
| PART I | General aspects of the work environment and duties or activities of the worker | | |
| COMPANY: |  | **DATE OF ASSESSMENT:** |  |
| ASSESSOR NAME: |  | **APPROVED BY:** |  |
| SIGNATURE: |  | **SIGNATURE:** |  |
| SCOPE OF WORK: |  | **LOCATION:** |  |
| REVIEW DATE: |  | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **PART II**  **RISK MATRIX** | | | | | **LIKELIHOOD OF EXPOSURE TO SARS-CoV-2** | | | | | | | | |
| **Unlikely**  Highly improbable | | | **Possible**  May be experienced once every year by an individual | | | **Likely**  Likely to be experienced once or twice a year by an individual | | |
| **CONSEQUENCE OF EXPOSURE TO SARS-CoV-2** | | **Severe**  Fatal or permanent disability | | | Medium | | | High | | | Very high | | |
| **Moderate**  Medical attention >14 days and complete recovery | | | Low | | | Medium | | | High | | |
| **Negligible**  Near miss or unlikely to happen | | | Very low | | | low | | | Medium | | |
|  | Keep monitoring the process | |  | Keep the process going, but monitor regularly and consider a control plan | |  | Keep the process going, and implement a control plan as soon as possible | |  | Investigate the process and implement controls immediately | |  | Stop the process and implement controls |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| PART III | | Identification of risk and proposed preventative measures to reduce risk | | | | | | | | | | | | | | |
| HAZARD | **WHO MAY BE AT RISK** | | **TASK or ACTIVITY** | **ROUTE OF EXPOSURE** | **HEALTH EFFECTS** | **FINAL RISK LEVEL = C x L** | | | | | **EXISTING**  **CONTROL MEASURES** | **PROCEED WITH EXISTING CONTROLS** | | **ADDITIONAL CONTROL MEASURES** | **ACTION BY** | **DUE DATE** |
| **VERY LOW** | **LOW** | **MEDIUM** | **HIGH** | **VERY HIGH** |
|  |  | |  |  |  |  |  |  |  |  |  | **YES** | **NO** |  |  |  |
|  |  | |  |  |  |  |  |  |  |  |  | **YES** | **NO** |  |  |  |
|  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  |  | |  |  |  |  |  |  |  |  |  | **YES** | **NO** |  |  |  |

**KEY: C – consequence (severe, moderate, negligible); L (unlikely, possible, likely)**

EXAMPLE: APPLYING THE HIERARCHY OF CONTROLS FOR COVID-19

**ELIMINATION**

* **Eliminate the hazard**
* **Practical for intentional use**
* **Impractical for unknown exposure**
* **Early identification and isolation where necessary**

***Preference***

***Least effective controls***

***Most effective controls***

***If not practical then***

**SUBSTITUTION**

* **Replace infectious agent with less infectious strain**
* **Replace high exposure activity with less exposure**
* **Limit exposed workers**

***If not practical then***

**ENGINEERING**

**&**

**ENVIRONMENT**

**Re-design the work process. Reduce exposure without relying on worker behaviour – may be cost effective solution.**

**Environment**

* **Environmental monitoring**
* **Air, surface**

**decontamination**

* **Waste management**

**Building**

* **Negative pressure**
* **Isolation rooms**
* **Ventilation**
* **HEPA filtration**
* **Access control**
* **Physical barriers**
* **Signage**

***If not comprehensive then***

**Devices**

* **Disinfection devices (e.g. UVGI)**
* **Sterilisation devices**
* **Safety instruments (e.g. BSC)**

**ADMINISTRATION**

**Implement policies & procedures, health protection, enhance training**

**Policies & Procedures**

* **OHS & HR**
* **SHE: incident management**
* **Social distancing**
* **Hand & respiratory hygiene**
* **Cleaning & disinfection**
* **Waste & laundry mgnt**

***If not sufficient then***

***complement with***

**Training**

* **HBA regulation**
* **Hazards & risks**
* **Control measures**
* **PPE**
* **Incidents**
* **Advocate good hygiene**

**Health protection**

* **Employee Assistance Prog**
* **Vaccination (flu)**
* **Medical surveillance**
* **Mental health**

**PPE**

**Correct type, fit, usage, maintenance & disposal. PPE may include gloves, goggles, respirators, face shield, surgical mask, coats, gowns, aprons, coveralls, hair and shoe covers**

**BEHAVIOUR**

**The right attitude is the best tool to control transmission**

**Figure 1.** Flow diagram illustrating the fundamental pillars of the hierarchy of controls and possible recommendations.

**Key:** UVGI-ultraviolet germicidal irradiation; BSC-biological safety cabinet; PPE-personal protective equipment, HEPA-high efficiency particulate arrestance.