#

**SSERC Risk Assessment** (revised version March 2018)

(based on HSE’s INDG 163 ‘Risk assessment - A brief guide to controlling risks in the workplace’)

2 Pitreavie Court, South Pitreavie Business Park, Dunfermline KY11 8UU

tel : 01383 626070 e-mail : enquiries@sserc.org.uk web : [www.sserc.org.uk](http://www.sserc.org.uk)

#

|  |  |
| --- | --- |
| Activity assessed |  |
| *Date of assessment* |  |
| *Date of review (****Step 5****)* |  |
| *School* |  |
| *Department* |  |

| Step 1 | Step 2 | Step 3 | Step 4 |
| --- | --- | --- | --- |
| *List Significant hazards here:* | *Who might be harmed and how?* | *What are you already doing?**What further action is needed?* | *Actions* |
| *by whom?* | *Due date* | *Done* |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

|  |
| --- |
| **Description of activity:** |

|  |
| --- |
| **Additional comments:** |