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| --- | --- | --- |
| **Organisation:** | **Name:** | **Date:** |

| **HAZARD** | **ISSUE** | **STATUS** | **COMMENTS/ACTION** |
| --- | --- | --- | --- |
| **Safety Critical Activities** |  |  |  |
| Working at heights |  |  |  |
| Working in confined space |  |  |  |
| Driving  |   |  |   |
| Lone working |   |  |   |
| Heavy Machinery |  |  |  |
| Workshops |  |  |  |
| Commercial Kitchens |  |  |  |
| **ALL AREAS** |  |  |  |
| Stress and Mental Health |   |  |   |
| First Aid |   |  |  |
| Fire Safety |   |  |  |
| Computer use |   |  |  |
| Smoking policy |   |  |  |
| Manual handling |   |  |   |
| Aggression/Violence |   |  |  |
| Portable electrical equipment safety |   |  |  |
| Contractors on site |   |  |   |
| Hire of facilities/equipment |   |  |   |
| Ladders |   |  |   |
| High Voltage power |   |  |   |
| Specialist process/activity |   |  |   |
| Specialist plant/Equipment |  |  |  |
| **EXPOSURES** |  |  |  |
| Noise |   |  |   |
| Blood and body fluids |   |  |  |
| Wood Dust |   |  |   |
| Formaldehyde |   |  |   |
| Solvents |   |  |  |
| Welding |   |  |   |
| Pesticides |   |  |   |
| Isocyanates |   |  |  |
| Silica |   |  |  |
| Asbestos |   |  |  |
| Lead |   |  |  |
| Moulds and leaky buildings |   |  |  |
| Indoor air quality |   |  |  |
| Legionnaires Disease |   |  |  |
| Organic Dusts |   |  |   |
| Extremes of temperature |   |  |   |
| **LABORATORY RELATED** |  |  |  |
| Animal Work |   |  |   |
| Biological Laboratories |   |  |  |
| HSNO exempt laboratories |   |  |   |
| Compressed gas |   |  |  |
| Uncleared biologicals  |   |  |   |
| Lasers |   |  |  |
| Radiation |   |  |   |
| **WORK OFF SITE** |  |  |  |
| Field work |   |  |   |
| Work placements |   |  |  |
| Home visits |   |  |   |
| International travel |   |  |   |
| Vaccinations |   |  |   |
| Diving |   |  |   |
| Boating |   |  |   |

(This example is based on one used by the University of Otago, with their permission, and induction areas can be adjusted as needed for your organisation)