



Hazard risk assessment (F-008)

Occupational health and safety policy

Trading name:

Date of assessment:

Element		Yes	No	N/A	Hazards that require attention	Person responsible	Due date
Workshop	Is it tidy and well lit?						
	Are flammable and corrosive materials stored appropriately (separately from spark risk)?						
	Is there adequate storage?						
	Is a first aid kit available?						
	Is a fire extinguisher available?						
Chemical shed*	Does it have a sealed floor?						
	Does it have bunding (or device to prevent run off)?						
	Is it lockable?						
	Does it have signage?						
	Is a spill kit in place?						
	Does it have a fire rating of RE30 i.e. will not burn down under 30 minutes?						
	Is it ventilated?						
	Is it well lit?						
	Is PPE equipment available?						
	Is it appropriately located?						
Is fresh water available?							
General	Are fuel tanks secure?						
	Is the machinery shed and/or equipment and machines secure?						
	Are all exits clear?						
	Amenities – are toilets and drinking water available?						
	Tripping hazards – have they been assessed?						
	Silos and ladders – are they locked?						
	Lifting – is appropriate equipment in place for heavy weights?						
	Animals – are pens secure?						

*All of the above for the chemical shed is required.

Please use this form, and keep it on file, to record your assessment of hazards. You are only required to send this form to SGA if you are selected to be audited.