



## • Risk Assessment Policy and Procedure

**Reference No.** P17:2006

**Implementation date** 1<sup>st</sup> September 1999

**Version Number** 2.4

### Linked documents

Reference No:	Name.
P22:2004	Health & Safety Policy and Procedure
A48	Risk Assessment Form
MG6D	Police Schedule of Sensitive Material – for case files

### Suitable for Publication

Policy Section	Yes
Procedure Section	Yes

**PRINTED VERSIONS SHOULD NOT BE RELIED UPON. THE MOST UP TO DATE VERSION CAN BE FOUND ON THE FORCE INTRANET POLICIES SITE.**

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### **1 Policy Section**

#### **1.1 Statement of Intent – Aim and Rationale**

1.1.1 This policy, depending on the individual circumstances can apply to both the Chief Constable as the employer of Police Officers and Police Staff and the Office of the Police and Crime Commissioner as the employer of staff employed by them. Where the phrase “Dorset Police” is stipulated, this policy may apply to the Chief Constable or the Office of the Police and Crime Commissioner, or potentially both acknowledging that they are in their own right separate corporations sole and both have legal responsibilities under the Health and Safety At Work etc Act 1974.

1.1.2 This Policy is intended to put into place arrangements to enable Dorset Police to proactively identify, assess and manage potential loss making hazards resulting from its operational and non-operational work activities and to protect the health and safety of its staff and others.

#### **1.2 Our Visions and Values**

Dorset Police is committed to the principles of “One Team, One Vision” – A Safer Dorset for You”

Our strategic priority is to achieve two clear objectives:

- To Make Dorset Safer
- To Make Dorset Feel Safer

In doing this we will act in accordance with Our Values of:

- Integrity
- Professionalism
- Fairness and
- Respect

#### **National Decision Model**

The National Decision Model (NDM) is the primary decision-making model used in Dorset Police. The NDM is inherently flexible and is applied to the development and review of all policy, procedure, strategy, project, plan or guidance. Understanding, using and measuring the NDM ensures that we are able to make ethical (see Code of Ethics), proportionate and defensible decisions in relation to policy, procedure, strategy, project, plan or guidance.

#### **Code of Ethics**

The Code of Ethics underpins every day policy, procedures, decision and action in policing today. The Code of Ethics is an everyday business consideration. This document has been developed with the Code of Ethics at the heart ensuring consideration of the 9 Policing principles and the 10 standards of professional behaviour. Monitoring is carried out through the Equality Impact Assessment process which has been designed to specifically include the Code of Ethics.

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### 1.3 People, Confidence and Equality

This document seeks to achieve the priority to make Dorset feel safer by securing trust and confidence. Research identifies that this is achieved through delivering services which:

1. Address individual needs and expectations
2. Improve perceptions of order and community cohesion
3. Focus on community priorities
4. Demonstrate professionalism
5. Express Force values
6. Instil confidence in staff

This document also recognises that some people will be part of many communities defined by different characteristics. It is probable that all people share common needs and expectations whilst at the same time everyone is different.

Comprehensive consultation and surveying has identified a common need and expectation for communities in Dorset to be:-

- Listened to
- Kept informed
- Protected, and
- Supported

## 2 Standards

“A Police Health and Safety – A Management Benchmarking Standard” forwarded by The Association of Chief Police Officers of England, Wales and Northern Ireland.

### 2.1 Legal Basis

The Management of Health and Safety at Work Regulations 1999, Regulation 3, requires every employer and self employed person to carry out a suitable and sufficient assessment of:

- ♦ The risk to the health and safety of their employees whilst they are at work;
- ♦ The risk to the health and safety of persons not in his employment arising out of or in connection with the conduct by him of his undertaking.

The statutory requirement to undertake risk assessments in the Police Service arose as a consequence of the introduction of the Police (Health and Safety) Act 1997 which brought the Police Service fully within the umbrella of Health and Safety legislation. The statutory requirement to undertake risk assessment with regard to police staff work activities has existed since 1992.

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### **2.2 People, Confidence and Equality Impact Assessment**

During the creation of this document, this business area is subject to an assessment process entitled "People, Confidence and Equality Impact Assessment (EIA)". Its aim is to establish the impact of the business area on all people and to also ensure that it complies with the requirements imposed by a range of legislation.

### **2.3 Monitoring / Feedback**

This document will be reviewed and updated by the HR Specialist (Health and Safety). Monitoring will be undertaken as follows; as a consequence of a near miss or accident and annually, as part of the Force's risk assessment review arrangements where assessment custodians are required to review and update their assessments. The Health, Safety and Wellbeing Group will monitor the effective completion of the annual review of risk assessments. The Health and Safety Unit are responsible for checking the accuracy and the uploading of assessments onto SharePoint.

Feedback relating to this policy can be made in writing or by e-mail to

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### 3 Procedure Section

#### 3.1 Introduction

- 3.1.1 Risk assessments are a proactive health and safety management tool, the principles of which can be applied to any work activity. The purpose of risk assessments is to proactively identify potential hazards in the workplace and then make an informed balanced judgement as to either eliminate them (always the first course of action to consider) or if this is not possible, to assess their potential to cause harm against the time, effort, trouble and cost of trying to reduce their potential effect (the loss). Assessments implement health and safety into the workplace and are fundamental to risk management. The degree of work required to complete an assessment should be proportionate to the level of risk. A pragmatic approach should be taken when undertaking risk assessments
- 3.1.2 The Police Service is one of a few number of professions where employees can be exposed to hazards generally created by others of which they have little or no control over. It is recognised that on occasions officers and staff can face serious and significant dangers and the demands of policing sometimes requires individuals to go forward when others would withdraw. The principles of NDM encapsulates the principles of health and safety risk assessment.
- 3.1.3 Risk assessments fall into three general categories –
- 3.1.4 **Specific** or new see paragraph 3.5,
- 3.1.5 **Operational dynamic** assessments are undertaken at the scene of an incident and are reliant on the officer's/staff's skill and common knowledge, experience and training (see paragraph 3.6) (sometimes called spontaneous).
- 3.1.6 **Generic operational and non-operational** assessments which are proactively prepared before the work activity takes place and cover most of Dorset Police's work activities (see paragraphs 3.7 and 3.8).
- 3.1.7 Employers have a general duty to consider the health of their employees whilst at work. This includes taking steps to make sure they do not suffer work pressure illness as a result of their work. Risk assessments must cover psychological, in addition to physical, workplace hazards.
- 3.1.8 Assessments are living documents and must be recorded, reviewed and brought to the attention and easily accessible to all staff so that they may be aware of their contents. Only where a significant risk exists does it need to be documented.
- 3.1.9 Some hazards i.e. hazardous substances etc are covered by specific legislation and they require the employer to undertake an assessment which relates more specifically to that type of hazard. Manual handling, Visual Display Equipment and Control of Substances Hazardous to Health (COSHH) assessments are three such examples where assessments are required to manage a particular workplace hazard. All that is required is that the generic role assessment need only refer to the requirement for a specific assessment. The specific assessment will cover in detail the specific hazard.

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- 3.1.10 Staff should be cognisant of diversity issues when completing risk assessments.

### **3.2 General Principles of Risk Assessments**

- 3.2.1 The amount of time and detail given to carrying out and recording assessments should be in proportion to the task and degree of perceived risk. In most instances, no complicated processes are required.
- 3.2.2 Assessments must be; recorded, signed and dated, reviewed in light of an accident/ill health, new information where a significant change has taken place and/or after a period of one year. Previous assessments must be retained on file for a period of 5 years.
- 3.2.3 The assessment must take into account foreseeable significant risks. Insignificant trivial day to day risks can be ignored.
- 3.2.4 There may be some areas of an assessment which will require specialist advice e.g. noise level readings or measuring air quality to complete. Advice must be sought from the Health and Safety Unit.
- 3.2.5 Staff undertaking risk assessments must have received suitable in-house training. Training consists of a half day's tuition. This level of training is sufficient to enable staff to achieve the desired competency level and to be confident at undertaking assessments.
- 3.2.6 For a written assessment to be "suitable and sufficient", it must include the following points:
- i. Specific to the work activity
  - ii. Hazard – potential to cause harm
  - iii. Level of risk – likelihood, severity, number of people
  - iv. Who is at risk – employees, public etc
  - v. Control measures – controlling the hazard
  - vi. Action required/implementation plan
  - vii. Review/update mechanism
  - viii. Signed and dated
  - ix. Reviewed
- 3.2.7 For risk assessments to be effective and credible and to achieve staff buy in, staff that are directly affected in the work activity being assessed must be involved in the assessment process. Staff have practical knowledge to contribute. UNISON and Police Federation Safety representatives must be consulted when preparing assessments and provided with a copy of the completed assessment.
- 3.2.8 A risk assessment may not be required if the hazard can be removed from the workplace relatively quickly i.e. within 24 hours. Safety walkthroughs / inspections/ surveys of the workplace will identify hazards. Quick elimination / rectification of these hazards will remove the requirement to carry out any further assessment. If the hazard

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cannot be eliminated and a significant risk does remain, the hazard will have to be managed through carrying out an assessment.

- 3.2.9 Copies of risk assessments will be required to be produced in the following events: when the enforcement authorities require a copy (HSE for the police service), accident investigation by appointed safety representatives and other persons, civil litigation, criminal investigation, Force insurers.
- 3.2.10 Assessments must take account of materials or machinery used in the activity and the environment in which the work activity is taking place in.
- 3.2.11 One of the outcomes of a completed risk assessment will be the requirement to produce or revise work procedures/instructions/safe systems of work or standard operating procedures (SOP) s. Instructions on how the task is to be performed can form part of the control measures.
- 3.2.12 The risk may be such that it may be appropriate to put into place an immediate short term solution until long term control measures can be implemented. I.e. withdraw equipment, prevent access to equipment, restrict its use etc.

### **3.3 Identifying Hazards**

- 3.3.1 It is important to identify what a hazard is. A hazard is something which has the potential to cause harm. This can include; articles, substances, plant, machinery and the working environment. There may be specific acts or regulations, guidance, safety signs on equipment, equipment instructions, personal knowledge, trade guidance, authoritatively issued guidance etc which will assist in identifying, what is a hazard.

### **3.4 Types of Risk Assessments**

- 3.4.1 Risk Assessments fall into three main categories: specific or new, operational or dynamic and generic operational and generic non-operational.
- 3.4.2 Generic/Template assessments reflect the core business hazards and risks associated with particular commonly undertaken work activities carried out throughout Dorset Police and cover the majority of work activities.
- 3.4.3 Generic assessments are located on the Forcewide computer system on "SharePoint">"Departments">"Personnel Services Department">"Health and safety">entitled "Risk Assessments" or "Intranet", type in under all portal – "risk assessments".
- 3.4.4 Each assessment identifies a custodian whose responsibility it is to ensure that the assessment is periodically reviewed and brought up to date.



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### **3.5 Specific or New Assessments**

- 3.5.1 These need to be completed where the generic (model) assessment does not cover all the foreseeable significant hazards for a particular planned task. Assessments must include all the specific significant hazards for the task. The generic (model) assessment can be used up to a point but may need adding to, or a further assessment undertaken to cover only those additional hazards and risks not already referred to in the generic (model) assessment, i.e. hazards specific to a beat area or a public event. It must be made specific to the event.
- 3.5.2 There may be occasions where no suitable generic assessment is applicable and the risk assessor will have to start afresh. Reference to other assessments allied to the work can be made to assist the assessor.
- 3.5.3 Certain incidents will require an incident log to be maintained of the event. An incident log will generally contain the hazards and risks and informed decisions on the actions taken.

### **3.6 Operational Dynamic Assessments – reacting to events (closely related to the NDM process)**

- 3.6.1 The majority of dynamic risk assessments are carried out by staff at an operational incident. Carrying out dynamic assessments at the scene is the nature of police work and the other emergency services where the risk has generally been generated by others and they will have little to no control over. Dynamic assessments require staff to continuously identify, evaluate and manage risk at an incident. In carrying out a dynamic assessment, the individual has to rely upon their experience, knowledge, skill and training. The individual must have the ability to make professional judgements and be able to recognise his or her own abilities and limitations and know when to seek advice when unsure.
- 3.6.2 It is not practical to stop work and document such an assessment, as this may present an unacceptable delay in providing assistance or to promptly deal with an immediate operational requirement.
- 3.6.3 Often staff will have to deal with the situation outside the immediate control of a supervisor and must seek advice/assistance if unsure. The individual will have to carefully assess whether the benefits of their proposed action will outweigh the potential risks involved? However, the rule must be that a formal generic or specific risk assessment must be carried out if sufficient opportunity allows.

### **3.7 Generic Operational Risk Assessments**

- 3.7.1 The generic operational risk assessment folder can be located as at Para 3.4.3 (SharePoint). Included within the folder is an index listing completed assessments and a blank assessment form. Each assessment has a custodian who is responsible for carrying out a periodic review of this assessment. Custodians can be decided through consultation through the 'Officer Staff Safety Group'.

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- 3.7.2 Specific assessments must be undertaken relating to a beat/section. There may be hazards relating specifically to a particular beat which will not be covered in the generic assessments. These specific assessments will be undertaken by Section Commanders. Completed assessments are to be retained in the station in hard copy format in a separate file and placed in the parade room for all officers/staff to see.
- 3.7.3 Supervisors are to ensure that every officer/staff reads the section/beat risk assessment and the GRA specific to their role. They are to sign a locally produced signature record as having read and understood the assessments. They are to approach their Supervisor if they have any doubts concerning the requirements/contents of the assessment.
- 3.7.4 Newly posted officers to a beat must read the assessment applicable to that beat on their first day of joining the section.
- 3.7.5 Officers are required to present to their supervisor the risk assessments relevant to their area of work at their annual appraisal.
- 3.7.6 Operational requirements and up to date intelligence are important elements to consider when completing a risk assessment.
- 3.7.7 There may be instances where a completed assessment has identified a high residual risk. This may not necessarily require the operation to be aborted. However, the officer in charge must carefully consider the possible consequences of their informed decision to the point that the risks may be too great to take in light of the operational objectives.
- 3.7.8 Assessments are to be completed and their contents communicated prior to every planned operation by the officer in charge of the operation to those taking part. They are to form an intrinsic part of the operational order.
- 3.7.9 Supervising officers and officers in charge of operations may be called upon to give reasons as to why it was impracticable to carry out a risk assessment before the execution of an operation.
- 3.7.10 Risk assessments are to be listed on the MG6D (Police Schedule of Sensitive Material – for case files, where applicable) for inclusion into the case file as they form part of the listed material for disclosure.
- 3.7.11 All managers and supervisors are required to complete the half day in-house risk assessment training day regardless of their posting. Risk assessments are a fundamental requirement of any supervisor/manager's role. They are to be recorded on the Learning Management System (LMS) as mandatory training
- 3.7.12 Operational Commanders are responsible for ensuring that this policy is implemented in their area of responsibility. They are to ensure that there is periodic monitoring of completed assessments, ensuring that they have been completed to a satisfactory standard.
- 3.7.13 De-briefings are essential as they enable any important lesson learnt to be fed back so that everyone may have the benefit of others experience. Station User Groups, Command Team meetings, the Officer, Staff Safety Group and the Health and Safety and Wellbeing Group are some mechanisms which allow this to take place.

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- 3.7.14 The Health and Safety Unit are responsible for ensuring that assessments are placed onto SharePoint and that annual arrangements are in place for their review and update.

### **3.8 Generic Non-Operational Risk Assessments**

- 3.8.1 Generic non-operational risk assessments are to be undertaken in all areas of non-operational police work where a significant risk has been identified unless the hazard giving rise to the risk can be removed from the workplace within 24 hours.
- 3.8.2 Heads of Department and local managers are responsible for carrying out risk assessments regarding all the work activities undertaken in their area of responsibility. Advice on the undertaking of assessments should be sought from the Health and Safety Unit. Assessments are to be reviewed annually.
- 3.8.3 Assessments are to be completed using the A48 Risk Assessment form (see Appendix A).
- 3.8.4 To save unnecessary duplication, where the same work activity is undertaken throughout the Force, e.g. facilities officer, a generic (model) assessment will be carried out and placed onto SharePoint. Effectuated managers etc will be required to review the generic assessment and amend it where required to suit their own particular circumstances, sign and date the assessment and include it within the register.
- 3.8.5 Where no generic assessment exists, managers will be required to carry out and record their individual assessments for each work activity as required. A record of such is to be retained within their departmental risk assessment register in either electronic or paper form.
- 3.8.6 It is the Department Manager's or local manager's responsibility to ensure that assessments are satisfactorily completed; available to any member of staff; available to an appointed safety representative; and maintained in a satisfactory condition.
- 3.8.7 When carrying out assessments, managers may choose one of the following two options; they may (a) assess the workplace, or (b) assess the individual's work activity:
- (a) Managers may simply carry out a Health and Safety walk-through of their areas of responsibility identifying potential hazards which could present a significant risk and where possible, in the first instance, eliminate them. If it is not possible to eliminate them and a significant risk remains, an assessment will have to be completed. A hazard checklist will assist managers in identifying some, but not all, hazards. Where defects are identified in the building fabric, etc, a defect notification to the Building Services Unit (BSU) must be raised in addition, or
  - (b) Review the work activities undertaken by staff identifying areas of significant risk. Work activities undertaken away from Dorset Police sites are also required to be assessed.

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### 3.9 Controlling Risks

- 3.9.1 Having identified the significant hazard, consideration must now be given to a means of controlling the risks from that hazard. A look around the workplace may indicate what existing controls are already in place and these may be satisfactory. Additional controls may be required. Where there are controls in place to control a risk, managers will need to ensure that they are monitored, reviewed, maintained, serviceable and effective. Control measures could include; machine guarding, protective equipment, instructions, training, signage etc.
- 3.9.2 The following is a list of the hierarchy of control measures which must be considered when selecting the optimum control measure
- i. Avoiding the risk. Remove the hazard from the workplace/activity (preferred method of control). If the hazard cannot be removed, its potential impact must be assessed (risk assessment)
  - ii. Substitute the hazard with something less or not hazardous
  - iii. Combating the risk at source. Engineering controls, isolate, enclose, segregate
  - iv. Provide safe systems of work/standard operating procedures (SOPS)/instructions.
  - v. Information, instruction and training
  - vi. Provide collective control measures over individual control measures
  - vii. Provide protective clothing/equipment
- 3.9.3 When deciding on a control measure, consideration must be given to any applicable legislation to ensure that correct level of control to be employed has been selected. The Provision and Use of Work Equipment Regulations 1998 stipulate that it is an absolute requirement to prevent access to any dangerous part of machinery. Whereas, other legislation may stipulate that the standard of care required is, "So Far as is Reasonably Practicable" (cost versus benefit).
- 3.9.4 Good practice on how to control a risk can be sourced from; prescriptive legislation, Approved Codes of Practice, manufacturer's information, British or EU standards, industry or trade guidance, best practice, practical knowledge and experience of managers and employees.
- 3.9.5 The phrase, "So Far As Is Reasonably Practicable (SFARP) causes most concern to managers when attempting to apply it to the workplace. Deciding what is SFARP is not always straight forward. It is the balance between the seriousness and the type of potential injury which could occur balanced against the cost, time and inconvenience to counter/negate the hazard. Managers must seek competent health and safety assistance when unsure when deciding if the control measures are sufficient.
- 3.9.6 Where there may be an unavoidable delay in the implementation of control measures, Managers are to take adequate steps in the interim to minimise any risk.

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**3.10 Manager's Responsibilities**

- 3.10.1 Managers, as part of their responsibilities, are responsible for undertaking risk assessments and managing risk in their respective areas of control. Managing risk is a line management function and is no different from managing the daily work tasks of staff. Higher hazards or unusual situations will require the application of more specialist knowledge. This may require competent health and safety assistance from the Health and Safety Unit.
- 3.10.2 Managers must ensure that they identify all significant hazards within their area of responsibility whether they are in the workplace or due to an operation. Where they are not able to eliminate them; they must carry out a risk assessment. Hazards could be in the form of machinery, equipment, materials and substances or the location in which the work activity is planned to take place (hazards in the environment e.g. quarry). A hazard may evolve from a foreseeable emergency (one which could potentially occur).

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## **4 Consultation and Authorisation**

### **4.1 Consultation**

<b>Version No:</b>	<b>Name</b>	<b>Signature</b>	<b>Date</b>
<b>Police &amp; Crime Commissioner</b>			
<b>Police Federation</b>			
<b>Superintendents Association</b>			
<b>UNISON</b>			
<b>Other Relevant Partners (if applicable)</b>			

### **4.2 Authorisation of this version**

<b>Version No: V2.4</b>	<b>Name</b>	<b>Signature</b>	<b>Date</b>
<b>Prepared:</b>	Mr. R. Aiston	R A Aiston	20/02/2017
<b>Quality assured:</b>			
<b>Authorised:</b>	Peter Channon		
<b>Approved:</b>			

## **5 Version Control**

### **5.1 Review**

<b>Date of next scheduled review</b>	
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### 5.2 Version History

Version	Date	Reason for Change	Created / Amended by
1.0	Sept 1999	Initial Document	Mr. R. Aiston
1.1	May 2003	Reformatting	Ms M. Ashdown
1.2	June 2003	Update	Mr. R. Aiston
1.3	Sept 2007	Review and addition of Form	Mr. R. Aiston
1.4	Aug 2010	Minor review to reflect changes to restructure	Mr. R. Aiston
1.5	Aug 2012	Minor review to reflect title change and fit for purpose review completed	Mr. R. Aiston
2.0	Oct 2012	Document reviewed to take into account transitional arrangements from DPA to PCC, organisational changes and recommendations made from the health and safety audit taken in 2012	Mr. R. Aiston
2.1	March 2014	Document reviewed to take into account the second stage transfer arrangements, the reorganisation of the Force's health and safety resources and deletion of paragraph 3.8.6	Mr. R. Aiston
2.2	25/11/14	The policy has been reviewed in preparation for NICHE implementation (April 2015), no changes necessary	Policy Co-ordinator (6362)
2.3	9/1/2015	The following paragraphs were amended; 3.1.1 inclusion of "pragmatic approach", 3.1.5 inclusion of the word "staff", 3.1.9 greater clarification where specific assessments relate to general assessments, 3.6 reference to NDM, and minor grammatical amendments.	Mr. R. Aiston
2.4	20/2/2017	The following paragraphs were amended; 3.1.2 inclusion of NDM. 3.1.9 clarification as to when specific assessments are required to be undertaken to cover specific workplace hazards. Risk assessment form reviewed and updated.	Mr. R. Aiston

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**5.3 Related Forms**

Force Ref. No.	Title / Name	Version No.	Review Date
A48 A	Risk Assessment Form	2016	2018 or sooner if required

**5.4 Document History**

Present Portfolio Holder	
Present Document Owner	
Present Owning Department	
Details only required for version 1.0 and any major amendment ie 2.0 or 3.0:	
Name of Board:	
Date Approved:	
Chief Officer Approving:	

*HR version January 2013*



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### STRATEGIC ALLIANCE RISK ASSESSMENT FORM THE MANAGEMENT OF HEALTH AND SAFETY AT WORK REGULATIONS 1999

Risk assessments are a management tool which when used can assist in managing risk by reducing or eradicating hazards or a hazardous work activity. They are another aspect of good management and looking after staff.

Two important definitions to remember:-

**HAZARD** – Anything which has the potential to cause harm to a person.

**RISK** – The chance of harm occurring, i.e. likelihood x severity.

#### STEPS

#### • RISK ASSESSMENT IN PRACTICE

##### 1. IDENTIFY

Hazards in the workplace/work activity.

##### 2. ASSESS

Assess the level of risk i.e. the chance, high or low, of somebody being harmed by the hazard, and how serious the harm could be.

#### Likelihood

**Rarely** = 1 (10%)  
**Unlikely**- but can happen = 2 (25%)  
**Likely**-probably will happen = 3 (50%)  
**Highly likely** = 4 (75%)  
**Almost certain** that it will happen = 5 (100%)

#### Severity of injury

**Low** Slight cuts, slight Grazes/Bruise = 1  
 Sprain, Large Bruise, Laceration = 2  
**Medium** Temporary disability i.e. fractures, dislocations = 3  
**High** Permanent disability i.e. loss of limb, sight or hearing = 4  
**Major** Death = 5

X

=

#### Likelihood

#### Severity Of Injury

	1	2	3	4	5
1	1	2	3	4	5
2	2	4	6	8	10
3	3	6	9	12	15
4	4	8	12	16	20
5	5	10	15	20	25

##### 3. CONTROL

Remove the hazard, avoid it or manage it to reduce the level of risk, Timelines:

**LOW:-** (1-6) any action required to be taken within one month.

**MEDIUM:-** (8-12) any action required to be taken within seven days. However, immediate preventative action may be required.

**HIGH:-** (15-25) Requires immediate preventative action to be taken. Consider stopping work activity until control measures in place to reduce risk.

**Note:** Despite control measures being put in place a residual risk may remain the same. Only in exceptional cases will the risk remain high.

##### 4. MONITOR

Are the control measures being adhered to? Check or revisit.

**OFFICIAL**  
**Handling Instructions: Suitable for Public Publication**

- 5. REVIEW**      Three yearly unless any change to work activity/PPE etc has taken place, an accident/near has taken place or doubt about its accuracy.

Persons at risk: **E** = employee, **P** = public, **C** = contractors, **V** = visitors

## STRATEGIC ALLIANCE GENERIC RISK ASSESSMENT

(Version:2016)

**GRA:**

**Work activity:**

Hazard	Who may be harmed	How they could be harmed	Potential risk (Without controls in place) (HML)	Control measures required	By whom	Residual risk (with controls in place) (HML)